



City of Bowie  
 Department of Public Works  
 15901 Excalibur Road  
 Bowie, MD 20716  
 301-809-2339

Application for:  
 Surety Release \_\_\_\_\_  
 Bond Reduction (SWM only) \_\_\_\_\_  
 Maintenance Bond Release \_\_\_\_\_  
 (check one above)

Name of Project: \_\_\_\_\_

Permit: \_\_\_\_\_

**Surety Information**

- Name of Financial Institution: \_\_\_\_\_  
 (or "cash" if cash bond)
- Date of Bond or Letter of Credit: \_\_\_\_\_ Amount of Surety: \_\_\_\_\_
- Bond Number or Letter of Credit Number: \_\_\_\_\_

**Applicant Information**

Please direct correspondence/questions to: Developer \_\_\_\_\_ Surveyor/Engineer \_\_\_\_\_ Other \_\_\_\_\_ This

Developer: _____ Address: _____	Phone: _____ Fax: _____ Email: _____
Surveror/Engineer: _____ Address: _____	Phone: _____ Fax: _____ Email: _____
Other Contact: _____ Address: _____	Phone: _____ Fax: _____ Email: _____

**Notes** (provide any additional comments relevant to this application).

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Attachments:** Attach release of liens.

**Sign and Date the Following Statement:** (Note, cross out 'in full' or 'to 80%' as appropriate based on whether application is for full release or partial release.)

*The undersigned developer represents and certifies that to the best of his/her knowledge, information, and belief, all work for which this request for surety release is submitted has been completed in full / to 80%, in accordance with the approved construction plans and the conditions and terms of the permit.*

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Review/Approval Checklist, City Use Only:**

Permit Specialist

Application is for \_\_\_ reduction \_\_\_ release \_\_\_ maintenance bond release.

\_\_\_ Release of liens verified (if applicable or N/A)

Public Improvements to be accepted (list):

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Inspector

For Surety Release \_\_\_\_\_

\_\_\_ 100% of on-site permit requirements have been completed to City Standards; OR

\_\_\_ Work is not complete, punch list is attached.

For Surety Reduction \_\_\_\_\_

\_\_\_ 80% of on-site permit requirements have been completed to City Standards; OR

\_\_\_ Work has not reached 80% completion, punch list is attached.

For Maintenance Bond Release \_\_\_\_\_

\_\_\_ Work is satisfactory, maintenance period is complete; OR

\_\_\_ Maintenance work is required. Maintenance work list is attached.

Inspector: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

(Name/Signature/Date)

Engineering Superintendent

For Surety Release \_\_\_\_\_

\_\_\_ As-builts received, approved and filed. (Preliminary as-built plan for bond reduction)

\_\_\_ All required certifications received (or included on as-builts)

\_\_\_ Final Inspection verified

\_\_\_ Public improvement details routed to Asset Management Specialist for adding to appropriate asset management database/GIS layers.

\_\_\_ SWM facilities routed IAW SOP for initiation of new SWM into inspection/maint system

\_\_\_ Agree with bond reduction or release \_\_\_\_\_ (Sign/Date)

Permit Specialist

Application is for release/reduction is \_\_\_ approved \_\_\_ disapproved. For disapproved applications, required corrective actions are attached. Please ensure these requirements met and resubmit this application upon completion.

Date returned \_\_\_\_\_