



Subcontractor Prequalification Form

Please return this form and supporting documentation to either location below:

JLC ASSOCIATES, INC.	
3198-A Airport Loop Drive, Costa Mesa, CA 92626	info@jlcassoc.com

Company Information	
Company Name	
Legal Company Name	
Main Address	
Address 2	
City	
State	
Zip Code	
Country	
County	
Company Type (Corporation, Partnership, etc)	
Website	
Year Established	
CSI/Primary Trades/Scopes	
Federal Tax ID #	
Number of Employees	
Number of Field Employees	
Fax Number	
Has ownership changed in the last three years? If yes, please explain	
Percentage of Work Self performed (based on annual review) %	

Licenses	Union Affiliation
Issuing Authority	Union Affiliated?
Class	If yes, list name(s) of Union(s)
License #	
Expiration	

References	
Company Name	Trade/Supplier
1	Contact Name and Phone Number
2	
3	

Insurance Information	
Insurance Carrier(s) for general and excess liability coverage	<i>*please attach a copy of your insurance certificate for any project on which you are performing your typical scope of work</i>
Contact(s)	
Title/Position	
Phone #	
Fax #	
E-mail	
Limits of General Liability insurance	Each occurrence: Aggregate:
Limits of Excess/Umbrella Liability insurance	Each occurrence: Aggregate: *Must have minimum \$5 million Excess/Umbrella
Auto Liability Insurance	Combined single limit:
Workers Compensation/ Employers Liability	WC Statutory Limit: EL each accident limit EL disease each employee EL disease policy limit

Litigation

Has your company ever defaulted, failed to complete or been terminated on a contract
If yes, describe _____

Has your company ever gone through a bankruptcy or reorganization
If yes, explain: _____

Safety	
EMR (Experience Modification Rate)	
# of General OSHA violations past 3 years:	
Please explain/attach supporting documentation	
Does your company have a written safety program?	
Does your company have a written drug test program?	

- Attachments:**
(check all that apply)
 Sample of Insurance Certificate
 Business License
 Letter of Bondability
 Contractor's License
 References