

POSTING BONDS



- Bond and fee amounts must be paid prior to permit issuance.
- Posting of BOND and FEES can be done anytime after the bond estimate has been approved.
- **NOTE:** All forms must be filled out in **BLACK INK** for the recorders office.
- **Print the name of the person signing underneath their signature.**
- Principal Name on the Performance Bond or Cash-In-Lieu of Bond Agreement; must match the Developer Name on the OSIA.
- Partial Releases of bonds can only be requested on Cash-In-Lieu or Cash Bonds.
- Bond & Check for Fee amounts must match the amounts on your approved bond estimate. **Please do not round up or down.**
- **No bonds will be accepted by mail, or fax.**

CHECK LIST TO POST A BOND..... (You must have all 6)

- ✓ BOND (Three Options... see below)
- ✓ OSIA (Off-Site Improvement Agreement)
- ✓ LEGAL DESCRIPTION
- ✓ CHECK FOR FEES
- ✗ ARTICLES OF ORGANIZATION OR SECRETARY OF STATE PROOF OF SIGNATORY
- ✗ CERTIFICATE OF LIABILITY PROOF OF INSURANCE - \$1M (\$1,000,000) naming county additional insured and certificate holder.

BONDING OPTIONS: (Choose one of the following)

(1)

PERFORMANCE BOND:

Must be on Clark County approved **BLUE BOND FORM**.

- No copies or faxes will be accepted.
- The bond must be obtained through an approved surety, signature, company name, address, and phone number on the bond.
- An approved list of Sureties can be found at the United States Department of the Treasury's web site at <http://fms.treas.aov/c570/c570.html>.

(2) CASH-IN-LIEU OF BOND AGREEMENT

- Must be on Clark County approved. **FORM (CAN NOT BE MORE THEN \$250,000.00)**
- No copies or faxes will be accepted.
- The bond must be obtained through a **BANK** operating in Nevada, with a branch. Provide a copy of the deposit slip from the bank.

(3) CASH BOND

- Must be submitted in the form of a **Cashier's Check**.
- Check must be made out to Clark County for the full Bond amount.
- **W-9 form Completed & Signed.**

OFF SITE IMPROVEMENT AGREEMENT (OSIA)

- Must be on approved Clark county form.
- No copies, faxes, or alterations to the agreement will be accepted.

LEGAL DESCRIPTION

- The legal description of the parcel that the OSIA is being recorded against. This must be a clean copy with a 1" clean margin.
- **No Faxes Will BE Accepted.**
- If your project is located entirely with in the right-of-way choose a parcel that is owned by the developer nearby.

CHECK FOR FEES

- Check made out to Clark County for **FEES OWED** shown at the bottom of your approved Bond Estimate.

If you have any questions, please feel free to contact the Bonding Department at (702) 455-2759.