



U.S. SMALL BUSINESS ADMINISTRATION
 SURETY BOND GUARANTEE AGREEMENT ADDENDUM

If work has begun on the project, the small business must complete this form and submit it to the surety agent of choice with the application. Evidence (certified copy of contract or sworn affidavit) from Principal that the surety bond requirement was contained in the original job contract, or documentation, satisfactory to SBA, as to why a surety bond was not previously secured and is now being required is attached hereto.

1. Business Name:			
2. Business Trade Name:		3. SBG Number:	
In the spaces below, the Principal certifies that all suppliers and subcontractors are paid to date. If additional space is needed, attach an additional sheet. The Principal must provide a waiver of lien from each supplier and subcontractor, or an explanation satisfactory to SBA why such certification cannot be produced, is attached hereto.			
4. Suppliers	Bill to Date (xx/xx/xxxx)	Paid to Date (xx/xx/xxxx)	Waiver of Lien Attached Hereto
Check here if not applicable <input type="checkbox"/>			
5. Subcontractors	Bill to Date (xx/xx/xxxx)	Paid to Date (xx/xx/xxxx)	Waiver of Lien Attached Hereto
Check here if not applicable <input type="checkbox"/>			
6. Certification by Principal By signing below, I certify on behalf of the Principal that all information provided in connection with the application for a surety bond guaranty from SBA is true, correct and complete to the best of my knowledge. I understand that knowingly making a false statement or submitting false information is a violation of Federal law and could result in criminal prosecution or civil penalties under 18 U.S.C. §§ 287, 371, 1001, 15 U.S.C. § 645, or 31 U.S.C. § 3729. The Principal also hereby certifies that all taxes and labor costs in connection with this job are current.			
7. Signature of Principal:	8. Type or Print Name:	9. Date (xx/xx/xxxx):	
10. Certification by Obligee The Obligee hereby certifies that all payments due by Principal under the contract to present status has not been reported to the Obligee to be delinquent, under investigation or in dispute, and that the job has been satisfactorily completed to present status. I understand that knowingly making a false statement or submitting false information is a violation of Federal law and could result in criminal prosecution or civil penalties under 18 U.S.C. §§ 287, 371, 1001, 15 U.S.C. § 645, or 31 U.S.C. § 3729.			
11. Signature of Obligee:	12. Type or Print Name:	13. Date (xx/xx/xxxx):	
14. Certification by SBA All documents required from the Principal and Obligee are attached hereto and all items on this form have been certified to the SBA's satisfaction.			
15. SBA Signature:	16. Type or Print Name:	17. Date (xx/xx/xxxx):	
SUBMISSION INSTRUCTIONS: The completed form must include the signatures of the Principal and Obligee. This form may be completed electronically in the Capital Access Financial System (CAFS) located at https://www.sba.gov/partners/surety-bond-partners-agents/operate-surety-partner-or-agent . If the form is prepared electronically, the completed form must be printed, signed and then uploaded into CAFS. If CAFS is unavailable, a paper copy of the form is available on the Office of Surety Guarantees (OSG) website at https://www.sba.gov/document/sba-form-991-surety-bond-guarantee-agreement-addendum where it may be printed, completed, signed and mailed to the OSG office at 409 3rd St., S.W. Suite 8600 Washington, D.C. 20416. When the work under a contract has actually begun, an SBA official having delegated authority to approve the bond in question (see Part 101 of 13 CFR) may nevertheless guarantee a bond or bonds pursuant to Part 115 of 13 CFR, upon receipt, satisfactory to SBA, of all the items below.			
PLEASE NOTE: The estimated burden for completing this form is approximately 10 minutes per response. You are not required to respond to any collection of information unless it displays a currently valid OMB Control number (3245-0007). Comments on the burden should be sent to U.S. Small Business Administration, Director, Records Management Division, 409 3rd St., S.W., Washington, D.C. 20416 and Desk Officer for the Small Business Administration, Office of Management and Budget, New Executive Office Building, Room 10202, Washington, D.C. 20503. PLEASE DO NOT SEND COMPLETED FORMS TO OMB.			