



Business Relationship Application for Subcontractors

Rev. Nov 2021

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**BUSINESS RELATIONSHIP APPLICATION**  
Subcontractors

**General Business Information**

|                                     |  |
|-------------------------------------|--|
| Full Legal Business Name            |  |
| State of Formation                  |  |
| Date of Formation                   |  |
| Full Address                        |  |
| Phone Number                        |  |
| Main Email                          |  |
| Estimating Email                    |  |
| Principal/Owner                     |  |
|                                     |  |
| Trades performed by your own forces |  |
| Trade License Number (if appl)      |  |
|                                     |  |

**Insurance, Health, & Safety**

|   |  |
|---|--|
| General Liability Insurance   |  |
| Workers Compensation Insurance                                      |  |
| Name for individual responsible for handling insurance certificates |  |
| Email for individual handling insurance certificates                |  |
|   |  |
|   |  |
|   |  |
|   |  |

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**Work Areas**


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NYC Boroughs

- Manhattan
- Brooklyn
- Queens
- Bronx
- Staten Island

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NYS Counties

- Westchester
- Rockland
- Putnam
- Dutchess
- Orange
- Albany

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NYS Long Island Counties

- Nassau
- Suffolk

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MA

- Brookline
- Weston
- Wellesley
- Newton
- Needham
- Norwood
- Westwood
- Dover
- Boston
- Cambridge
- Lexington
- Belmont

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MA Counties

- Middlesex
- Suffolk
- Norfolk
- Essex
- Plymouth
- Worcester
- Hampden
- Barnstable
- Hampshire
- Bristol
- Dukes
- Franklin

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Other

- Connecticut
- Florida
- New Jersey
- Rhode Island
- California
- New Hampshire
- Maine

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**Financial & Legal Information**

|  |           |
|--|-----------|
| Has the applicant, business, its affiliates or key personnel been a party to a bankruptcy or reorganization proceeding?  | YES<br>NO |
| Has the applicant, business, or its key personnel had any business related license, certificate or certification revoked in the past (5) five years?   | YES<br>NO |
| Has the applicant, business, or its affiliates ever defaulted and/or terminated on a contract?   | YES<br>NO |
| In the past (5) five years, has the applicant, business, or its affiliates been a plaintiff or defendant in any lawsuits arising out of its projects?  | YES<br>NO |
| Is there any litigation arising from alleged non-performance on a job currently pending?   | YES<br>NO |
| In the past (5) five years, has the applicant, business, or its affiliates been found to have committed a violation of any local, state, or federal labor law or regulation, including prevailing wage rates and fair labor practices? | YES<br>NO |
| TAX ID   |           |
| BUSINESS STRUCTURE   |           |

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