

## Sediment and Erosion Surety Submittal Draft

Project Information	
Transaction Number:	County:
Developer Name (Company or names listed on Deed):	
Pin Number:	
Book and Page Listed on Deed:	Developer is the owner of the property. <input type="checkbox"/> Yes <input type="checkbox"/> No

- If the Developer is not the owner, a signed and seal letter from deeded owner is required.
- The Developer listed must have permission to develop the property or must attach a Developer/Client signed contract agreement (financial information redacted).
- If more there is more than one parcel, add detail list with all addresses, pins, deed book, and pages list.

Payment Information	
Developer Name (Company or names listed on Deed):	
Developer Address:	
Developer Phone Number:	Developer E-mail Address:
Property Address:	
Acreage Amount:	
Payment Type: <input type="checkbox"/> Bond or Letter of Credit <input type="checkbox"/> Certified Check/Cashier's Check	

- If paying by **Cashier's Check**, payment is required before the DocuSign agreement can be emailed. In memo line, add the company name that is making the payment for later reimbursement.
- Acreage amount x \$2000 = cost (all cost numbers must match)
- Copies of Letters of Credit and Performance Bonds are required to be Fully Executed before DocuSign Surety can be completed.

**All documents listed below should be added to draft before DocuSign is forwarded to applicant:**

- Deed(s)
- Parcel Map
- NC Secretary of State pages
- Proof of Signing authority
- Partnership Agreement (if applicable)
- Lease Agreement (if applicable)
- Purchase Agreement (if in ownership transition)
- Developer and attester's email addresses
- All Legal names (No nicknames)
- Attester company official that authenticates the truthfulness of the surety

Please send completed draft form and documents to [SW.Surety@raleighnc.gov](mailto:SW.Surety@raleighnc.gov).