

A BASIC GUIDE:
FILING A BOND & LIEN
CLAIM

ILLUSTRATED
THROUGH FLOW
CHARTS



Burke Insurance Group, LLC

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CONTRACT SURETY

COMMERCIAL INSURANCE

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Las Cruces, NM 88011

3207 Matthew Ave, NE
Albuquerque, NM 87107



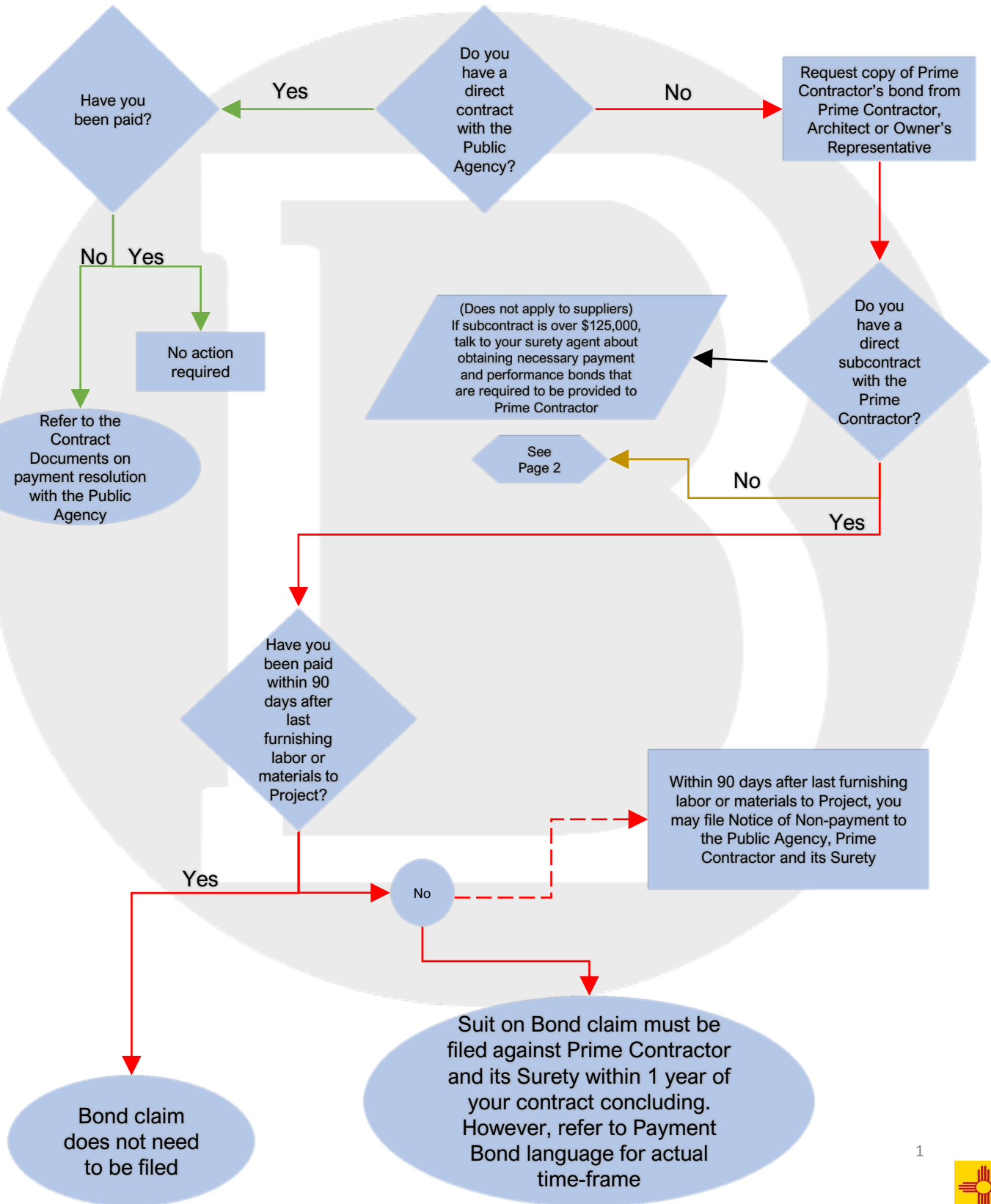
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BUILDING INSURANCE SOLUTIONS
SO YOU CAN BUILD THE FUTURE

Recommended Action

This is a Public Construction Project



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Request copy of Prime Contractor's bond from Prime Contractor or County Clerk

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Have you been paid within 90 days after last furnishing labor or materials to Project?

Your Customer has provided a bond to the Prime Contractor?

Have you been paid within 90 days after last furnishing labor or materials to Project?

Yes

No

No

Yes

Yes

No

Have you been paid?

Yes

No

No action required

No action required

Suit on Bond claim must be filed against your Customer and its Surety within 1 year of your contract concluding

Suit on Bond claim must be filed against Prime Contractor and its Surety within 1 year of your Customer's contract concluding. However, refer to Payment Bond language for actual time-frame

Within 90 days after last furnishing labor or materials to Project, you must file Notice of Non-payment to the Public Agency, Prime Contractor and its Surety



Recommended Action

***This is a Private, Non-bonded,
Construction Project***

