



### **Subcontractor Pre-qualification Check List**

The following information is required by Carter Construction Partners, Inc. in order to qualify your bid and/or enter into a contract agreement.

- Completed Subcontractor Pre-Qualification Form
- W-9 (October 2018)
- Copy of State License (Applicable Trades)
- Business License
- Safety Manual
- Certificate of Insurance evidencing your coverage for:  
General Liability  
Workers Compensation  
Auto Liability
- Submittals for all materials and equipment installed
- As-Builts if applicable
- 1 year Warranty and manufacture extended warranty
- Close out documentation/owner training, etc.
- Weekly coordination

A timely return of this information will enable us to move forward in developing our business relationship. Please contact Carter Construction Partners, Inc. if you have any questions.

Thank you,

**Carter Construction Partners, Inc.**

5051 Peachtree Corners Cir

Suite 200

Office: 404-239-2020

Direct Cell: 404-271-4421

[www.carter-cp.com](http://www.carter-cp.com)