# Instructions for Contractors and their Sureties for Bonded Contracts

Enclosed are the HECO-10**,** Standard Performance Bond, and the HECO-10.1**,** Standard Labor and Material Payment Bond, for your use in contracting with the University of Virginia, an Agency of the Commonwealth of Virginia.

These forms should be duplicated prior to placing signatures so that you may supply two (2) sets of each of these bonds with original signatures.

Four (4) sets of the filed Power of Attorney must be returned with the bonds, per § 8(a) of the General Conditions and Virginia Code § 38.2-2416[[1]](#footnote-1). Additionally, **submit a copy of the Surety’s most current financial statement** for our records. Lastly, the Performance and Payment Bonds must be made out to the Commonwealth of Virginia **and** The Rector and Visitors of the University of Virginia in the full amount, signed, witnessed, and sealed appropriately.

If you have any questions regarding execution of these bonds, please do not hesitate to call one of the following UVA Contract Administrators for Construction:

Mr. Berhan Aljiji (434) 982-4611

Mr. George Cullen (434) 982-4620

Encls: 1. HECO-10 – Standard Performance Bond

 2. HECO-10.1 – Standard Labor and Material Payment Bond

1. VA Code § 38.2-2416: Power of attorney to be recorded or attached; filing with the Department of Criminal Justice Services.

. . .

B. Each power of attorney . . . shall be duly attached to the bond or other obligation. [↑](#footnote-ref-1)