

Vendor Quick Start Guide

First Step: Contact your Bonding Agent

Ask if your bonding agent is already registered with Surety2000.

- If **Yes** → proceed to Step 2.
- If **No** → direct them to www.surety2000.com to complete their registration.

Step 2: Register as a Contractor/Principal

- **Go** to www.surety2000.com or scan the QR Code below
 - Select Register
 - Select Contractor/Principal
- **Company Details:** Enter your legal business name as it should appear on the Surety Bond
- **Account Details:** Add the name of the individual authorized to sign the surety bonds on behalf of your business
- **Additional Details** - Complete requested fields
- **Payment** - Enter credit card information for instant setup or ACH account information. Annual subscription fee is \$480 for unlimited eBonds to any public agency.

Tips for Requesting an eBond

- **Verify** your VendorID for the Public Agency you are bidding to. This may be your FEIN #
- **Verify** the ContractID for the project you want to bid. May be referred to as letting, job, or proposal ID.
- Carefully **review** the bond for accuracy before submission

