



Subcontractor & Vendor Checklist

1. Completed Form W-9 (attached)
2. Certificate of Insurance for both General Liability and Workers' Compensation. Limits as stated in contract.
 - a. General Liability Limits-\$1,000,000.00 per occurrence, \$2,000,000.00 general aggregate.
 - b. Workers' Compensation Limits- \$500,000.00 each category
 - c. Your Certificate of Insurance MUST list the following entities as additional insureds
 - i. Baldwin Builders LLC
3. Attach copies of the following licenses:
 - SC Contractor's License (If Required for Specific Trade)
 - Business License for Location of Work
4. Primary Contact
 - Name: _____
 - Cell Phones: _____
 - Email Address: _____
5. Mailing address for check:
 - Mailing Address: _____
