

## U.S. SMALL BUSINESS ADMINISTRATION DEFAULT REPORT, CLAIM FOR REIMBURSEMENT, REPORT OF RECOVERIES AND RECORD OF ADMINISTRATIVE ACTION

(See page 3 for instructions)

Any intentionally false statement or willful misrepresentation in connection with a claim for payment pursuant to a Guarantee Agreement is a violation of Federal law, subject to criminal and civil prosecution under 18 USC Sections 287, 371, 1001, 15 USC Section 645 and 31 USC Section 3729 carrying possible fines and/or imprisonment.

A. SBG IDENTIFICATION SUMMARY					
SBG NUMBER:	CONTRACTOR'S NAME:				
SURETY NAME:	990 DATE: (see instructions)				
BOND NUMBER:	CONTRACT AMOUNT \$:				
CLAIM NUMBER:	OBLIGEE:				
	PROJECT:				
DEFAULT STATUS CODE:	BOND TYPE:				
$\Box$ 01 — Active					
□ 02 — Closed-No Loss					
□ 03 — Closed-Subrogation					
$\Box$ 04 — Closed-Final					
05 – Closed Settled					
DEFAULT REASON CODE: (see instructions)	DEFAULT DATE:				
	LAST STATUS REPORT DATE:				
CLOSE DATE: (SBA USE ONLY)	□ No Change from previous Report				
	□ Status Update Included: (Describe below, current status and default				
	completion plans)				
SBA'S RESERVE AMOUNT \$:	SURETY RESERVE AMOUNT \$:				
<b>B. SUBROGATION ACTIVITY</b> (Explain in Section C., below, or attach a separate sheet if, necessary.)					
Litigation Pending	□ No Change from last report				
Litigation Pending     Settled for \$:     Payments being made     None – Bankru	D Approval requested to Close Final				
□ Litigation Pending □ Settled for \$: □ Payments being made □ None – Bankru					
5 5	D Approval requested to Close Final				
Payments being made     None – Bankru	upt/Defunct				
□ Payments being made □ None – Bankru Other anticipated recovery from salvage, indemnities, etc. \$:	upt/Defunct				
□ Payments being made □ None – Bankru Other anticipated recovery from salvage, indemnities, etc. \$:	upt/Defunct				
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□ Payments being made □ None – Bankru Other anticipated recovery from salvage, indemnities, etc. \$:	upt/Defunct				
□ Payments being made □ None – Bankru Other anticipated recovery from salvage, indemnities, etc. \$:	upt/Defunct       Approval requested to Close Final         Firm Collateral Held \$:				
<ul> <li>Payments being made</li> <li>None – Bankru</li> <li>Other anticipated recovery from salvage, indemnities, etc. \$:</li> <li>C. EXPLANATIONS, COMMENTS, ADMINISTRATIVE ACTIONS (Attack</li> <li>D. SBA/SBG CLAIM PAYMENT RECOMMENDATION, REVIEW, APPR</li> </ul>	Approval requested to Close Final				
Payments being made     None – Bankru     Other anticipated recovery from salvage, indemnities, etc. \$:     C. EXPLANATIONS, COMMENTS, ADMINISTRATIVE ACTIONS (Attack     D. SBA/SBG CLAIM PAYMENT RECOMMENDATION, REVIEW, APPR     (SBA USE ONLY)	Approval requested to Close Final Firm Collateral Held \$: h additional sheet if warranted.) OVAL, AND AMOUNT OF CLAIM APPROVED CE WITH SBA REGULATIONS.				
Payments being made     None – Bankru     Other anticipated recovery from salvage, indemnities, etc. \$:     C. EXPLANATIONS, COMMENTS, ADMINISTRATIVE ACTIONS (Attack     D. SBA/SBG CLAIM PAYMENT RECOMMENDATION, REVIEW, APPR     (SBA USE ONLY)     THIS REQUEST IS HEREBY APPROVED FOR PAYMENT IN ACCORDANCE	Approval requested to Close Final Firm Collateral Held \$: h additional sheet if warranted.) OVAL, AND AMOUNT OF CLAIM APPROVED CE WITH SBA REGULATIONS.				

E. ITEMIZATION OF SURETY LOSS (See Instructions; Loss Class Codes: L=Loss; E=Expense; TA=Trust Account Deposit)							
DRAFT DATE	DRAFT NUMBER	РАҮЕЕ			AMOUNT		LOSS CLASS
TOTAL \$:							
	<b>RECOVERY</b> (See Instru	ctions; Recovery Class Codes.	: I=Indemnity; C=C				
DATE		SOURCE		RECOVERED AMOUN		RE	COVERY CLASS
TOTAL \$:		MENT (See Instructions)					
					\$		
Total of Loss Disbursements (Itemized Above) Total of Loss Disbursements Previously Reported				\$			
	sements rieviously ke	ported		ISBURSEMENTS	\$		
	( ) )			ISBORSEIVIEN IS	Ş		
Recovery (Itemized Above)		\$					
Recovery Previously Reported		\$					
Undisbursed Trust Account Balance (see instructions page)		\$			_		
		TOTAL OFFSETS		-\$			
Surety Net Loss (Total Loss Disbursements Less Total Offsets)				\$			
Less Deductible Amount (see instructions page)				-\$			
SBA ()% Share of Surety's Reimbursable Loss					\$		
Less Prior Total SBA Payments			-\$				
TOTAL DUE AND REQUESTED BY SURETY  Or TOTAL DUE AND SUBMITTED TO SBA							
H. CERTIFICATION							
I, the undersigned being duly designated, hereby certify that this default report and/or itemization and summary of payments and							
recoveries received upon bonds issued in conjunction with the U.S. Small Business Administration's Surety Bond Guarantee Program							
is true and correct to the best my knowledge, information and belief. I further certify that all payments made and recoveries							
received are substantiated by payroll sheets, copies of Surety's drafts, claimants invoices, assignments and releases (where							
applicable), recovery instruments, etc., and that such substantiating documents are retained in this office, our agent's office, or in the office of our claim account trustee. I further certify that the Surety has complied with all SBA Surety Bond Guarantee Program							
		-	-	complied with all	I SBA Surety B	sond Gua	rantee Program
regulations in 13 C	LLV RAIT TT2 SUO SII	SBA program requirem	ents.				
NAME OF SURETY		(Area Code/Phone No.)		TIFYING OFFICIAL'S			
IN AVIL OF SUILLE			JUNETI CENT	IL TING OFFICIAL 3	SIGNATORE, H	$\dots$	

## INSTRUCTIONS AND CLARIFICATION **OF SELECTED FORM 994H ITEMS**

## General

- This form may be used to report the default of an SBG contractor, claim for reimbursement, recovery, as well as for periodic 1. status reporting in accordance with the terms of SBA's Surety Bond Guarantee Agreement. If a different format is used, all information requested on 994H Form must be provided.
- 2. This form is to be completed by Prior Approval Sureties. This form may be completed electronically in the Capital Access Financial System (CAFS) located at https://www.sba.gov/partners/surety-bond-partners-agents/operate-surety-partner-oragent. If the form is prepared electronically, the completed form must be downloaded, printed and signed and then uploaded into CAFS. Alternatively, If CAFS is unavailable a paper copy of the form is available on the Office of Surety Guarantees (OSG) website at https://www.sba.gov/partners/surety-bond-partners-agents/operate-surety-partner-or-agent where it may be printed, completed, signed and mailed to the OSG office at 409 3rd Street, S.W. Suite 8600 Washington, D.C. 20416.
- A separate SBA Form 994H must be used for each bond in default/claim status. An additional sheet/letter may be attached for 3. more detailed reporting.
- 4. If this is an initial default/claim notice:
  - i. Provide a detailed report including the percentage of completion, remaining contract funds, methods of selecting completion contractor, description of how claim situation arose, present condition, surety's plans for resolution and salvage anticipated loss

Section A.	<ul> <li>"990 Date" is the date SBA Form 990, "Surety Bond Guarantee Agreement," was signed by SBA Official.</li> <li>DEFAULT REASON CODES:</li> </ul>							
	CODE							
	1. Underbidding	14. General's subcontractor in default						
	2. Weather/natural disasters	15. Sub's General in default						
	3. Shortage in critical materials/	16. Possible sub-busting on part of general						
	Delays in receiving same	17. IRS lien						
	4. Alleged embezzlement	18. Sub's General behind Schedule						
	5. Financial mismanagement	19. Unforeseen physical obstacle						
	6. Incompetence/poor workmanship	20. Shortage of labor						
	7. Union strike/labor trouble	21. Principal fails to appear at job site						
	8. Illness or death of key employee	to begin work						
	9. Walked off job	22. Fire damage						
	10. Dispute with obligee	23. Materialman lien						
	11. Possible fraudulent operation	24. Labor lien						
	on part of principal	25. Principal failed to sign contract						
	12. Despondency	26. Surety did not issue final bond						
	13. Co-mingling of funds	27. Other						
Section E.	<ul> <li>List all loss items as well as funds deposite reimbursement of loss incurred via a trus and the disposition of all funds from the a account or any amounts not accounted for</li> </ul>	List all loss items as well as funds deposited to a trust account. A separate accounting must accompany any request for reimbursement of loss incurred via a trust account. Such accounting must provide the source of all deposits to the account, and the disposition of all funds from the account (by date, draft number, payee and amount). Any balance remaining in the account or any amounts not accounted for as expenditures comprise the trust account balance and are to be included in Section G. as "Undisbursed Trust Account Balance."						
Section F.	<ul> <li>List all recovery items received by the Sur trustee.</li> </ul>	List all recovery items received by the Surety. Also, list as recovery, all trust account remaining balances returned by the trustee.						
Section G	<ul> <li>The "Undisbursed Trust Account Balance" is reduced to zero when the remaining balances are returned by the trustee. See instructions for Section E., above.</li> </ul>							
	<ul> <li>The "Total of Loss Disbursements" is the total amount from Section E., "Itemization of Surety Loss."</li> </ul>							
	<ul> <li>The "Total Loss Disbursements Previously Reported" is the combined total of loss disbursements itemized and previously reported.</li> </ul>							
	<ul> <li>The "Deductible Amount" is 80% of the Premium amount up to \$500 for Guarantee Agreements written on/after April 21, 1976.</li> </ul>							

PLEASE NOTE: The estimated burden for completing this form is 15 minutes.. You are not required to respond to any collection of information unless it displays a currently valid OMB Control number (3245-0007). Comments on the burden should be sent to U.S. Small Business Administration, Records Management Division, 409 3rd St., SW, Washington DC 20416 and Desk Officer for the Small Business Administration, Office of Management and Budget, New Executive Office Building, Room 10202 Washington, DC 20503. PLEASE DO NOT SEND COMPLETED FORMS TO OMB.