# MASTER KRAFT BUILD

## SUBCONTRACTOR PREQUALIFICATION FORM
## (North Carolina – Commercial Construction)

Completion of this form is required prior to bidding or performing work for Master Kraft Build. Submission does not guarantee approval.

### SECTION 1 — COMPANY INFORMATION

| | |
|---|---|
| Legal Company Name | |
| DBA "Doing Business As" (if applicable) | |
| Federal EIN | |
| Business Address | |
| City / State / ZIP | |
| Primary Contact Name & Title | |
| Phone Number | |
| Email Address | |
| Years in Business | 0–2, 3–5, 6–10, 10+ |

### SECTION 2 — TRADE & SCOPE OF WORK

| | |
|---|---|
| Primary Trade(s) Performed | Framing, Drywall, ACT / Ceilings, F looring, Painting, Millwork /Carpentry, Electrical, Plumbing, HVAC, Low Voltage, Fire / Life Safety, Other |
| Typical Project Types | Office / TI (tenant improvments) / Upfit, Retail, Medical, Industrial, Mixed-Use, Ground-Up, Residential (limited) |

### SECTION 3 — NORTH CAROLINA LICENSING

| | |
|---|---|
| NC License Required for Your Trade? | Yes ☐ No ☐ |
| License Holder Name | |
| NC License Number | |
| License Classification | |
| Expiration Date | |
| Copy of current NC license attached | Yes ☐ No ☐ |

### SECTION 4 — INSURANCE REQUIREMENTS (ACKNOWLEDGMENT)

| | |
|---|---|
| General Liability | $1,000,000 per occurrence / $2,000,000 aggregate |
| Workers' Compensation | Statutory (NC compliant - Required) |
| Auto Liability (if applicable) | $1,000,000 combined single limit |
| Certificate of Insurance attached | Yes ☐ No ☐ |
| Able to name Master Kraft Build as Additional Insured | Yes ☐ No ☐ |

## SECTION 5 — RELEVANT PROJECT EXPERIENCE - (Will call to verify)

| | |
|---|---|
| Project 1 – Name / Location | |
| Scope Performed | |
| Contract Value | |
| GC / Owner Contact & Phone | |
| Project 2 – Name / Location | |
| Scope Performed | |
| Contract Value | |
| GC / Owner Contact & Phone | |
| Project 3 – Name / Location (optional) | |
| Scope Performed | |
| Contract Value | |
| GC / Owner Contact & Phone | |

## SECTION 6 — ESTIMATING & PRECONSTRUCTION CAPABILITIES

| | |
|---|---|
| Can you receive and work from digital files only? Physical drawings are not provided. | Yes ☐ No ☐ |
| Can you provide estimate turnaround within one (1) to two (2) weeks? | Yes ☐ No ☐ |
| Estimating tools used (Bluebeam, Procore, Excel, other) | |
| Does your estimate include detailed cost breakdowns? | Yes ☐ No ☐ |
| Describe how you define and process change orders | |

## SECTION 7 — WORKFORCE, MANPOWER & CAPACITY

| | |
|---|---|
| Can you add manpower if required for schedule recovery or acceleration? | Yes ☐ No ☐ |
| Typical crew size per project | |
| Maximum crew size available | |
| Maximum project size you can handle (in $ thousands) | $ _____ |

## SECTION 8 — QUALITY CONTROL & SUBMITTALS

| | |
|---|---|
| Can you submit samples, mockups, or submittals if required for your trade? | Yes ☐ No ☐ |

## SECTION 9 — SAFETY ACKNOWLEDGMENT

| | |
|---|---|
| Maintain OSHA-compliant safety program | Yes ☐ No ☐ |
| Agree to follow Master Kraft Build jobsite safety rules | Yes ☐ No ☐ |
| Correct unsafe conditions immediately if identified | Yes ☐ No ☐ |

## SECTION 10 — FINANCIAL & LEGAL DECLARATIONS

| | |
|---|---|
| No unresolved liens or bond claims in past three (3) years | Yes ☐ No ☐ |
| Able to perform work under standard commercial payment terms NET 30. | Yes ☐ No ☐ |
| Able to front labor and materials pending payment | Yes ☐ No ☐ |
| No pending litigation that would impair performance | Yes ☐ No ☐ |

## SECTION 11 — ACKNOWLEDGMENTS

| | |
|---|---|
| Information provided is accurate and complete | Yes ☐ No ☐ |
| Agreement to comply with Master Kraft Build contract terms | Yes ☐ No ☐ |
| Agreement to provide lien waivers as required | Yes ☐ No ☐ |
| Agreement not to solicit Master Kraft Build clients or staff | Yes ☐ No ☐ |
| Acceptance that approval status may be revoked for non-compliance | Yes ☐ No ☐ |

## SIGNATURES

| | |
|---|---|
| Authorized Representative Name | |
| Title | |
| Signature | |
| Date | |

## INTERNAL USE ONLY (Do Not Complete)

| | |
|---|---|
| Approval Status | Bid-Eligible / Approved Trade Partner |
| Reviewed By | |
| Review Date | |