



PHOENIX CONSTRUCCION INC.

Trade Contractor Registration & Information Update

Section 1A. SUBCONTRACTOR INFORMATION

1. GENERAL INFORMATION

Legal Business Name: _____
 Mailing Address: _____
 Street Address: _____
 City: _____ Province: _____ Postal Code: _____
 Telephone #: _____ Fax#: _____
 Cell#: _____ Email: _____
 GST#: _____ Web Address: _____

2. BUSINESS PROFILE

President/Owners Name: _____
 Bid Contact Person: _____ Title: _____
 Years in Business: _____ Number of Employees: _____
 Products/Services (must be completed) : _____

 Branch Locations: _____

3. INSURANCE (Please attach copies of supporting documents)

Subcontractors are responsible to maintain their own insurance protection.

Minimum Commercial General Liability \$2,000,000.00 Exp. Date: _____
 Minimum Automobile (on each vehicle) \$2,000,000.00 Exp. Date: _____

4. WCB (Please attach copies of supporting documents with this application)

Provinces your company has WCB accounts:

Province	Account #	Province	Account #

5. SAFETY (Please attach copies of supporting documents with this application)

1. Does your company have a safety program? Yes No
 (If yes, attach table of contents)
2. Does your company have written Safe Work Practices and Procedures? Yes No
 (If yes, attach table of contents)
3. Does your company have a COR or SECOR (if yes, attach copy)? Yes No
4. Is there potential for your company to supply equipment? Yes No
- If yes, does your company have a documented Preventive Maintenance Program? Yes No
- If not, how do you meet the requirements of Workplace Health & Safety? Yes No

Red Deer Office
 Phone: 403.342.2225
 Fax: 403.347.9214

Web: phoenixconstruction.ca

Grande Prairie Office
 Phone: 780.518.7725



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6. REFERENCES REGARDING SAFETY COMPLIANCE ON PAST JOBS

Company	Contact Name	Phone #
1		
2		
3		

7. YOUR COMPANY'S CONTACT FOR SAFETY ISSUES:

Name	Phone #	Cell #
1		
2		

Section 1B. FINANCIAL INFORMATION

1. FINANCIAL

Banking:

Bank: _____ Branch: _____

Contact: _____ Phone #: _____

Bonding:

Bonding Company: _____

Address: _____

Phone #: _____ Bonding Limit: _____

Broker or Agent: _____

Section 2: SUBMISSION CHECKLIST (Please include copies of documents as noted)

- WCB Clearance Letter(s) (Required for release of holdback)
- WCB Premium Rate Statement to be returned with this form (compares industry rate to your company's rate; 1st page only. Not applicable in SK.)

Section 3: SUBCONTRACTOR AGREEMENT

Subcontractor has reviewed and agrees to comply with Phoenix Construction's
General Terms and Conditions

Name: _____ Title: _____
(Please Print)

Signature: _____ Date: _____

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