



THE STATE

of

**ALASKA**

Department of Commerce, Community, and Economic Development  
Division of Corporations, Business and Professional Licensing

### Contractor Licensing Section

State Office Building, 333 Willoughby Avenue, 9th Floor

PO Box 110806, Juneau, AK 99811-0806

Phone: (907) 465-2550 • Fax: (907) 465-2974

Email: [ConstructionContractors@Alaska.Gov](mailto:ConstructionContractors@Alaska.Gov)

Website: [ProfessionalLicense.Alaska.Gov/ConstructionContractors](http://ProfessionalLicense.Alaska.Gov/ConstructionContractors)

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## How to File a Claim Against A Contractor and their Surety Bond

A suit may be brought against a contractor's bond for claims relating to:

- (1) Labor, including employee benefits;
- (2) Taxes and contributions due the state, city, and borough, in that order;
- (3) Material and equipment;
- (4) Claims for breach of contract;
- (5) Repair of public facilities.

Bring suit upon the bond in district court by:

1. Filing a summons and complaint in the district court (may be done in small claims court for amounts less than \$10,000);
2. List the contractor's entire business name, bonding company name, and bond number as defendants. State the dates and causes of action in the complaint.
3. At the time the suit is filed, **send a copy of the complaint** by registered or certified mail to the Division of Corporations, Business, and Professional Licensing:

State of Alaska  
Department of Commerce, Community, and Economic Development  
Division of Corporations, Business and Professional Licensing  
PO Box 110806  
Juneau, AK 99811-0805  
(907) 465-2550

4. **Send two copies of all court documents and \$25.00 to the Division of Insurance** to complete service on the surety that issued the bond:

State of Alaska  
Department of Commerce, Community, and Economic Development  
Division of Insurance  
PO Box 110805  
Juneau, AK 99811-0805  
(907) 465-2515

There are statutes and regulations applicable to these types of claims. Please review AS 08.18.071 – 08.18.081 and 12 AAC 21.130 - .140. It is your responsibility to research and be aware of the statutes and regulations applicable to your claim. The citations above are not an exhaustive list and are not legal advice. Failure to comply with applicable statutes and regulations may result in delayed payment or nonpayment of claims. Note that under 12 AAC 21.130(d), it is not necessary or appropriate to name the commissioner as a party to your action in asserting a claim against the surety bond. If you need a complete license/bond verification, please submit your request in writing to this department. There is a \$30.00 fee for this service. (Authority AS 08.18.081 and 12AAC 02.180)