



*Scan Me!*

Dear Valued Subcontractor/Trade Provider,

We are excited to extend an invitation for your company to pre-qualify to participate in future projects with Smoot Construction Company of Washington DC (Smoot DC). Our aim is to build a robust partnership with skilled and reliable subcontractors and trade providers like you, ensuring mutual growth and success in the vibrant construction landscape of Washington DC.

### Steps to Prequalify:

**1. Invitation to Bid:** If you haven't received an invitation to bid via email, we encourage you to take the first step in our prequalification process by using the following link: [Prequalification Invitation](#). Please note, completing the application process requires having a BuildingConnected account. If you do not already have one, you will need to create an account on the BuildingConnected platform. This platform facilitates a streamlined and efficient application process, ensuring your information is securely managed and easily accessible.

**2. The Application Process:** Our comprehensive application is designed to gather essential information about your company, facilitating a smooth evaluation process. The application includes:

- **General Information:** We request basic details about your company, such as the name, whether you operate as a subsidiary or parent company, your address, and the types of work you perform.
- **Contacts Section:** Please provide information about the primary contacts within your company, ensuring we can reach out if we have questions or require further details.
- **Project Summary:** Share a brief overview of historical projects your company has completed, along with current backlog information. This helps us understand your capabilities and experience.
- **Safety, Insurance, and Financial Information:** These critical components of the application help us evaluate the risk and ensure that our partners adhere to our standards for safety, insurance coverage, and financial stability.

**After Submission:** Upon completing the questionnaire and submitting any necessary attachments, the Smoot DC team will review your application. We may contact you for further questions, clarifications, or additional information.

### Need Assistance?

Should you have any inquiries about the questionnaire or the prequalification process, please do not hesitate to contact us via email at [Prequal@smootbuilds.com](mailto:Prequal@smootbuilds.com). Our team is here to support you through each step of the process.

We look forward to the possibility of working together and building a successful partnership. Thank you for considering this opportunity to join Smoot Construction Company of Washington DC's network of esteemed subcontractors and trade providers.

*-Smoot DC Prequalification Team*