



Loudoun County, Virginia

Department of Building and Development

1 Harrison Street, S. E., P. O. Box 7000, Mailstop #60A, Leesburg, VA 20177-7000

Building and Development # (703)777-0220 Fax # (703)737-8993

EROSION & SEDIMENT CONTROL **BOND RELEASE / BOND REDUCTION** **PROCEDURES**

For Bond Releases: Request Bond Release in writing, include the grading permit number and project name, a Release fee check for 10% of the original bond amount (not to exceed \$500), payable to County of Loudoun. The request will be forwarded, to the E&S Field Engineer in charge of the project, for review and inspection. Once the bond release is approved the paper work will be forwarded to the Bond Management Team for release of the bond.

For Bond Reductions: Request Bond Reduction in writing, include the grading permit number and project name, a Reduction fee check of \$285.00, payable to County of Loudoun. The request will be forwarded, to the E&S Field Engineer in charge of the project, for review and inspection. Once the bond reduction is approved the paper work will be forwarded to the Bond Management Team for reduction of the bond.

Send by mail to:

Loudoun County Dept. of B&D
P.O. Box 7000, Mailstop #60
Leesburg, 20177-7000
Attn: Sally Pearson

Questions:

Call: Jackie Carter
(Phone) 703-771-5657
(Email)jackie.carter@loudoun.gov