

# CONTRACT CONTENT CHECKLIST

It's accentual to carefully read and understand contents prior to signing a contract with any Ct home improvement contractor. Use checklist below to be sure pertinent information is included. Place "check mark "in appropriate location.

	Included	Missing
Contractors name, address & contact number	_____	_____
Homeowners name, address & contact number.	_____	_____
Address of construction site (if different)	_____	_____
Ct Home Improvement License number	_____	_____
Copy of Ct home Improvement contractor's insurance policy	_____	_____
Detailed description / specifications of project	_____	_____
Detailed description / specifications of material.	_____	_____
Detailed description / specification of labor	_____	_____
Total cost of project	_____	_____
Starting & completion date	_____	_____
Payment schedule	_____	_____
List of items not included	_____	_____
Allowance amounts on merchandize homeowner needs to select	_____	_____
3 day cancelation notice	_____	_____
Additional helpful advice.		

Don't view / sign contract "on the spot ". Request copy of contract prior to signing. This gives you ..... 1) Time to fully read entire contents. 2) Make notes on items you don't understand. 3) Notice items that were promised but omitted. 4) Time to negotiate on terms you don't agree with (starting date, completion date, initial deposit amount, payment schedule, etc.) 5) Confirm proper insurance coverage and authenticate Ct home improvement license.