

Project Ground Rules

For one day projects, please answer the following questions:

1. If there are pets, where will they be kept during construction?

2. If there are children, what rules apply to them around the work site during working hours?

3. What dust containment procedures will the contractor employ?

4. What kind of cleanup will take place at the end of each day?

5. What restrictions, if any, are there on your contractors' use of your bathroom?

6. Is there a designated eating or smoking area?

7. Are there any parking restrictions the contractor should be aware of?

For projects that are longer than 1 day, but less than 2 weeks:

8. What time will daily work begin and end?

9. Can work be scheduled on weekends?

10. If weekend work is an option, are there any special restrictions?

11. If there is an after-hours emergency, who do you call?

12. Who will you talk to about “change orders?” What is the best number to call?

13. Who do you take day-to-day comments and suggestions to?

For projects of more than 2 weeks, please review and answer these questions:

14. When do you want the weekly homeowner meeting to occur? (Homeowners’ meetings bring the builder and homeowners together at regular intervals to address questions and review progress.)

15. Will any work areas need to be completely cleared of furniture? (Note: Most contractors will state in their contracts that they shall not be responsible for any valuables left in any area under construction. The possibility of accidents is too great.) Specify.

16. Where will workers store their tools and building materials?

17. Which outside area(s) will bear the brunt of construction activities and what protective measures can be taken? _____

18. Does any landscaping need to be moved or protected?

19. Is there any way to lessen the impact of construction?

20. If necessary, review the location of the dumpster and Porto John

Signed: Homeowner

Signed: Contractor

Disclaimer

This form is provided for informational purposes only, and does not constitute legal advice. You should have a licensed attorney review any legal documents to insure that they are adequate for your needs and are valid and in conformity with any applicable federal, state and local laws and regulations.