

Before signing the agreement for your home renovation project, make sure you read the contract thoroughly. Use this handy checklist to make sure pertinent information is clearly detailed.

<b>Details to Include</b>	<b>In Contract</b>	<b>Missing</b>	<b>Notes</b>
Contractor's name, address, telephone number			
Homeowners name, address, telephone number			
Address of construction site			
Contractor's license number			
Contractor's insurance and bond			
Information on sub-contractual labor, if any			
Detailed description of work			
Who will be responsible for obtaining all necessary building permits			
Itemized materials			
Material specifics – including manufacturer, model, grade or quality			
Substitute materials if necessary; manufacturer, model, grade, etc.			
Costs for materials			
Costs for labour			
Total cost			
Starting and finishing dates			
Agreed upon delays (i.e. adverse weather conditions, delayed material arrival, etc.)			

Notes: you may have the right to cancel the contract within 3 business days if the contract was signed in your home. Check with a local building inspector or an attorney to find whether this is true in your area