



Home Builders Association of F-M

1802 32nd Ave. S. • Fargo, ND 58103

(701) 232-5846 • Fax: (701) 280-1108

www.hbafm.com • info@hbafm.com

Checklist for choosing a contractor

Do your homework before you have work done on your home or business. Don't hire just any builder or remodeler who may have magically appeared on the scene! Use this checklist to select a professional you can trust with your future.

- Does the builder or remodeler have a permanent business location and a good reputation with local banks and suppliers?
- How long has he or she been in business? Will the company be around after the construction is complete to service the warranty?
- Have you called the North Dakota Attorney General's Consumer Protection Division and North Dakota Secretary of State's office? They can alert you to any outstanding complaints. The North Dakota Secretary of State and Minnesota Department of Labor & Industry can give you licensing information about specific builders in each state.
- Does the builder/remodeler have sufficient workers compensation and general liability insurance? If not, you may be liable for any construction related accidents on your premises.
- Will the builder provide you with a list of sub-contractors?
- Will the builder/contractor provide you with the names of previous customers?
- Does he/she have a written safety plan?
- Have you seen the builder/remodeler's work, both finished and in progress?
- Are you able to communicate with the contractor? Misunderstandings during the course of the project can lead to cost overruns and delays.
- Is he or she a member of a trade association such as the Home Builders Association of F-M?
- Does he or she read trade magazines and manuals?
- Will the builder/remodeler provide you with a complete and clearly written contract? The contract will benefit both of you. Review it carefully.
- Be cautious of unusually low-priced bids. If the builder/remodeler is unable to pay for the materials and labor as the project proceeds, this may indicate a potential problem.