

Getting Bids and Selecting a Contractor

After you figure out the home improvement work you want done, print this worksheet and complete it as you get bids for your home improvement project and select your contractor. As you ask contractors questions, write down their answers. If you compare at least three contractors, you should be in a good position to make a decision and perhaps find a better deal.

Name of contractor 1: _____

Name of contractor 2: _____

Name of contractor 3: _____

Tip: When comparing bids, be sure the bids are for similar work—the same kind of job and using the same quality materials. If the work isn't similar, you can't accurately compare. Remember, the lowest bid may not be your best choice.

	Contractor 1	Contractor 2	Contractor 3
I saw proof of the contractor's license.*			
I saw proof of insurance and bond.			
I checked for complaints about the contractor.			
The contractor gave me a detailed and itemized written bid that describes materials, labor charges, and start and finish dates.			
The contractor offers warranties on materials and workmanship.			
The contractor gave me references, and I checked them out.			
I have seen another job the contractor is doing that is similar to mine.			

*Not all states license contractors. Check with your local consumer protection agency or state Attorney General.