Quick List for Hiring a Contractor or Remodeler

Before hiring

☐ Plan your project carefully.
☐ Interview several qualified registered contractors/remodelers and solicit written bids. (3 or more)
☐ Look for the contractor registration number in advertisements for contractors—and check that the contractor is registered with L&I. www.HiringAContractor.Lni.wa.gov
☐ Ask if the contractor will have employee’s onsite, and if so, verify their Workers’ Comp Coverage. www.HiringAContractor.Lni.wa.gov
☐ Check out the contractor records with other consumer protection organizations. (ie... Better Business Bureau, www.AngiesList.com)
☐ Check for warning signs of a scam or fake contractor.
☐ Ask for references and then check them out.

Hiring tips

☐ Get references for the contractor's suppliers. Check out the contractor's payment record.
☐ Find out about liens and how they impact you.
☐ If your project is more than $6,000, consider asking the contractor to post a performance bond for the entire cost of the project.
☐ Try to anticipate problems and inconveniences.
☐ Obtain a written contract.
☐ Make sure you receive the legally required disclosure statement before work begins.

Monitoring

☐ Make frequent inspections of the work and stay in communication with your contractor.
☐ Call your local building department to check on required permits.
☐ Be very careful about paying for work that has not been finished.
☐ Put in writing any changes to your original agreement.
☐ Don’t pay for work in advance, pay as each part is completed (ie... foundation, framing, siding, plumbing etc).

Closing the deal

☐ Before making final payment on a project, request completed lien releases for all suppliers and major subcontractors.
☐ If you have a problem with work that has been done improperly, not done at all, or have been stuck with a lien, check out your options for recourse at our website.
 www.Lni.wa.gov/TradesLicensing/Contractors/HireCon/Problems/