

## 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](http://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](http://www.HiringAContractor.Lni.wa.gov)
- Check out the contractor records with other consumer protection organizations. (ie... [Better Business Bureau](http://BetterBusinessBureau.com), [www.AngiesList.com](http://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/](http://www.lni.wa.gov/TradesLicensing/Contractors/HireCon/Problems/)