



Homeowner Guide for Hiring a Contractor

(Form date December 3, 2010)

Homeowner Guide

Obtain referrals from someone who is satisfied with the contractor's work and performance.

Obtain bids from a minimum of three (3) contractors. (Be aware of low bids, make sure all contractors have included all items for the work you are requiring.)

Contact the Better Business Bureau for any complaints, etc. against the contractors.

Obtain a written contract which contains a complete scope of work description, drawings, all associated costs, start date and completion date.

Obtain a written warranty on all work and materials.

Contact the Building Department for permitting requirements and make sure the contractor(s) are registered to do work in the City of Solon before the contractor performs any work.

Make sure the contractor(s) obtains all required City of Solon inspections.

Make sure a final inspection has been obtained before you make final payment(s) or sign off on the contractor's work.

Report any problems you have with the job, contractor, etc. to the Building Department and/or the Better Business Bureau.