

Steps to Selecting a Contractor

- 1 Ask to see the contractor's license and write down the number.** A pocket card is provided to all licensed contractors by the Board. • *Contact the Board or check their website to verify their license and check for complaints from the "Problem Contractor List" on the website at: <http://www.tn.gov/commerce/boards/contractors/>.*
- 2 Get recommendations from friends and neighbors.** Use a local, well-established contractor. **Ask the contractor to give you references.** Then call the references, ask questions and look at the work.
- 3 Ask the contractor if the company is insured** against claims covering worker's compensation, property damage and general liability.
- 4 Get it in writing.** Estimates should be very specific and include exactly what you're getting for the price. Make sure all bids are based on the same set of specifications and or model home, and include a completion date.
- 5 Be sure to see the building permit before work starts, and make sure it's not in your name.** Never obtain the building permit yourself for work being done by a contractor. By doing so, you assume all risks and it will be difficult to recoup money for inferior work.
- 6 Payment; do not pay cash.** Never pay entire cost up front or make final payment until the job is complete. Keep a file and tally of all payments.

Buying a Home

Your home will be one of the most important investments that you will make in your life. Planning and taking preventative measures will help to ensure a pleasant experience. The license search website for contractors also provides license information for other regulated professions such as Real Estate Brokers, Home Inspectors and Real Estate Appraisers.

Homebuyer education may be obtained from the Tennessee Housing Development's website at: <http://www.tn.gov/thda/> or at (615) 741-2400.

When a disaster strikes, consumers may obtain valuable information from the Tennessee Emergency Management Agency website at: <http://www.tnema.org> or 1-800-621-3362.

STATE OF TENNESSEE

The Honorable Phil Bredesen, Governor

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BOARD FOR LICENSING CONTRACTORS

Department of Commerce and Insurance
www.tn.gov/commerce/boards/contractors

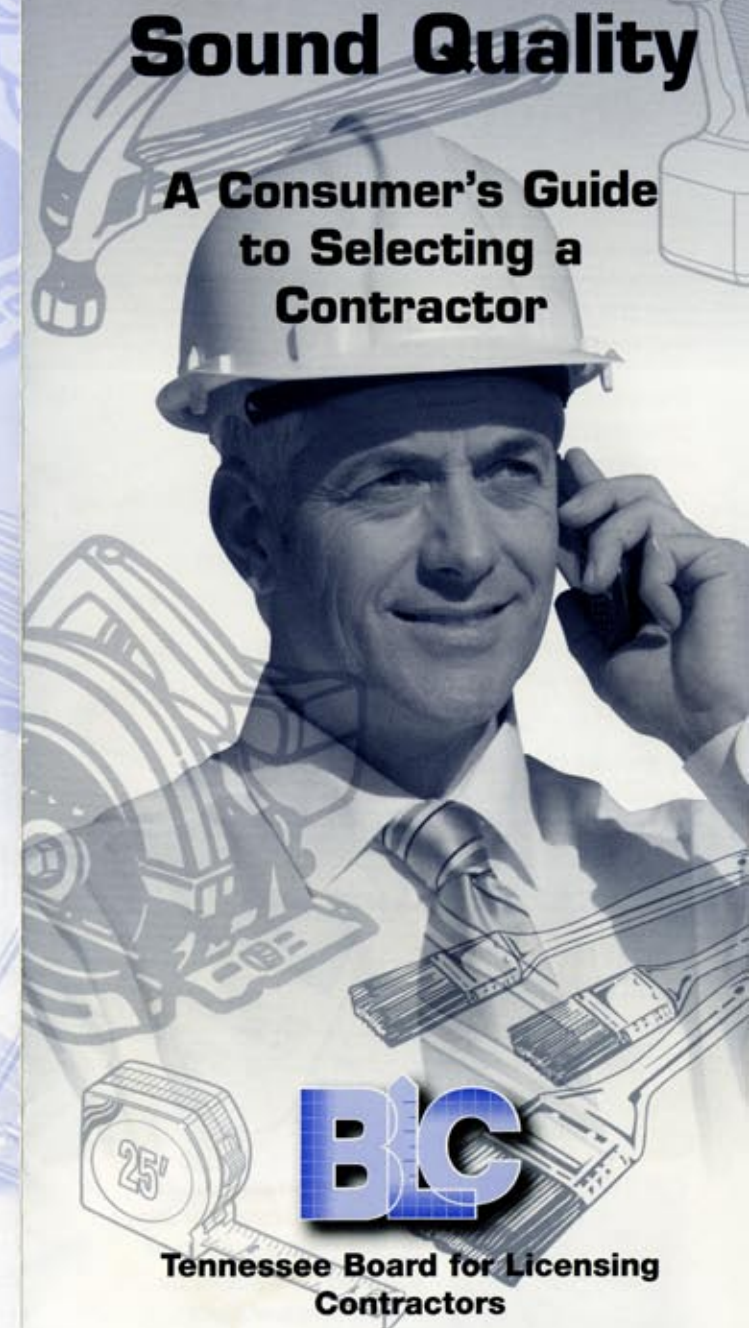


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The Tennessee Department of Commerce and Insurance is committed to principles of equal access, and affirmative action. Contact the EEO Coordinator or ADA Coordinator 615-741-2177 (TDD).

Sound Construction, Sound Quality

A Consumer's Guide to Selecting a Contractor



Tennessee Board for Licensing Contractors

Department of Commerce & Insurance
www.tn.gov/commerce/boards/contractors

