



Checklist for Homeowners

Home Improvement

Pursuant to Business & Professions Code §7159.3, home improvement contractors building swimming pools must provide this notice.

✓ Check Out Your Contractor

- Did you contact the Contractors State License Board (CSLB) to check the status of the contractor license?

*Contact **CSLB** at (800) 321.CSLB (2752) or visit our **website: www.cslb.ca.gov**.*

- Did you get at least 3 local references from the contractors you are considering?
Did you call them?
- Building Permits—will the contractor get a permit before the work starts?
- Does the contractor need and have workers' compensation insurance?
(Any contractor with employees must carry workers' compensation insurance.)

✓ Check Out the Contract

- Did you read and do you understand your contract?
- Does the 3-day right to cancel a contract apply to you?
Contact CSLB if you don't know.
- Does the contract tell you when work will start and end?
- Does the contract include a detailed description of the work to be done, the material that will be used, and equipment to be installed?
This description should include a plan and scale drawing showing the shape, size, dimensions, and specifications. Specific descriptions now will prevent disputes later.
- Are you required to pay a down payment?
The down payment for swimming pools should never be more than 10% of the contract price or \$1,000, whichever is less.
- Is there a schedule of payments?
If there is a schedule of payments, you should pay only as work is completed and not before. There are some exceptions—contact CSLB to find out what they are.
- Did your contractor give you a “Notice to Owner,” a warning notice describing liens and ways to prevent them?
Even if you pay your contractor, a mechanics lien can be placed on your home by unpaid laborers, contractors, subcontractors, or material suppliers. A lien can result in you paying twice or, in some cases, losing your home in a foreclosure. Check the “Notice to Owner” for ways to protect yourself.
- Did you know changes or additions to your contract (known as change orders) **must** all be in writing?
Putting changes in writing reduces the possibility of a later dispute.