



## 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.*