

PROPERTY OWNER:

Name:

Property Address:

Date:

CONTRACTOR:

Business name:

Individual responsible for job:

Title:

Individual's Phone:

Company Address:

Company phone:

Company contact:

The following informal agreement spells out the terms and conditions of the attached project Contractor Bidding Sheet. When in agreement, please keep a copy for your records and return a signed copy to the property owner.

- PROPERTY OWNER requests work from CONTRACTOR as specified on attached Contractor Bidding Sheet. Work is to be performed at the above mentioned address within the timeline specified on said Contractor Bidding Sheet.
 - CONTRACTOR understands that punctuality and communication are key to a viable professional relationship.
 - If cost of work to be performed is to be greater than 110% of estimate on attached Contractor Bidding Sheet, CONTRACTOR is to obtain written agreement on new charges from PROPERTY OWNER *before* work is to be performed. If no agreement is brought to the PROPERTY OWNER's attention, final cost will be considered at the estimate amount.
 - Both parties agree to the following payment schedule for work to be done.
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- PROPERTY OWNER retains the right to cancel agreement at will for any reason PROPERTY OWNER deems sufficient, at which time CONTRACTOR will refund any monies paid for work not performed. These reasons include, but are not limited to, failure to work within the agreed timeline, failure to work within expectation of quality of workmanship or failure to supply necessary tools and equipment.
 - At which time CONTRACTOR cancels agreement for any reason, CONTRACTOR will refund to PROPERTY OWNER any monies paid by PROPERTY OWNER for work not performed by CONTRACTOR.
 - CONTRACTOR agrees that this property 'job' is under the direction of the PROPERTY OWNER and will abide by the PROPERTY OWNER's wishes and requests.

ACCEPTED AND AGREED:

PROPERTY OWNER: _____

Date:

CONTRACTOR: _____

Date: