

# Contractor Application



Date: \_\_\_\_\_

## Contact Details

Lead Source: \_\_\_\_\_

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Company Name: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Specialized Field (GC, Plumber, Electrician, Roofer, etc): \_\_\_\_\_

Contractor License Number: \_\_\_\_\_

## Preference and Experience

In what cities do you take on projects: \_\_\_\_\_

How long have you been doing business in the area(s): \_\_\_\_\_

How many years of experience in your trade: \_\_\_\_\_

Do you work on projects in townhomes/condos or only single family homes: \_\_\_\_\_

Do you work on projects from start to finish including demo (if GC): \_\_\_\_\_

Do you work on all project sizes, simple cosmetic to full gut/new construction (if GC): \_\_\_\_\_

## Insurance and Crew

Are you licensed and insured: ☐ Yes ☐ No

What type of insurance (i.e., general liability, workers' comp): \_\_\_\_\_

How much coverage: \_\_\_\_\_ License updated: \_\_\_\_\_

How long running own crew: \_\_\_\_\_

How many guys on crew full time: \_\_\_\_\_

## Current Projects and Bidding

How many projects do you have going on right now: \_\_\_\_\_ In the past year: \_\_\_\_\_

How many jobs do you typically handle at once: \_\_\_\_\_

What were the scopes of work: \_\_\_\_\_

What are the addresses: \_\_\_\_\_

Can I see the work on one or two recent jobs: \_\_\_\_\_

How do you usually bid out your work: \_\_\_\_\_

Materials and Labor charged together or separate in your bids: \_\_\_\_\_

Do you give written warranties for your work: \_\_\_\_\_ How long of a warranty: \_\_\_\_\_

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## Sub-Contractors

Do you use subcontractors, if so, which specialties: \_\_\_\_\_

Are they licensed and insured: \_\_\_\_\_

Who is your electrician: \_\_\_\_\_ Who is your plumber: \_\_\_\_\_

## More Prescreening

When called to visit a property and submit a bid based on a specific Scope of Work, what is your turnaround time: \_\_\_\_\_

How many weeks do you estimate for a simple cosmetic project vs. a full gut/new construction: \_\_\_\_\_

Do you belong to the Better Business Bureau or local Chamber of Commerce: \_\_\_\_\_

Do you have any certificates/licenses regarding the skills you have: \_\_\_\_\_

Have you ever declared bankruptcy: \_\_\_\_\_

How often do you communicate with your clients during a job: \_\_\_\_\_

Do you clean the job site daily: \_\_\_\_\_

Do you have a problem with signing documents before starting and after completing a project such as an independent contractor agreement, indemnification insurance agreement, and a final lien waiver: \_\_\_\_\_

## References

Can you provide a list of references; with the names and numbers you have done work for in the last 2 years:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_