

# SMALL WORKS CONTRACT

This contract should not be used for projects exceeding £5000 and is intended for use between a private homeowner and builder/ service provider.

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**This building contract is between:**

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(Clients name)

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(Builder's trading name)

**Builder's Address & Telephone Number**

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**Builder's Public liability insurance policy number** (the policy must be shown to the client)

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**If the builder is VAT registered enter the VAT number**

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**Client's address**

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**Address where work is to be carried out.** (If different from above.)

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**The contract is for:** (Give a description of the work to be carried out.)

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Any plans, specification of materials and any future agreed alterations should be attached to this document. Any plans supplied by the client will comply with all current planning and building regulations. Any work carried out by the builder without plans will meet or surpass current planning and building regulations.

**The agreed total cost for the completed work is**

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(Include VAT if applicable). The quote should include details of materials to be used and attached to this contract.

**The agreed deposit payment is**

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(Should not exceed 25% of the contract value)

**Time is of the essence. The work is to commence on**

----- (Date)

**The work will be completed by:**

----- (Date)

Bad weather and illness are considered outside of the builder's control. Notice should be given to the client as soon as possible if a delay is to occur. This should be in writing and attached to this contract.

**Payment will be made once the work has been inspected both by the client and the builder and both parties are satisfied that the work is completed satisfactorily. The inspection and full payment should be within 7 days of the builder notifying the client that the work is complete.**

**The builder agrees to guarantee that all work be of a standard a reasonable person would expect. He shall be responsible for any costs incurred due to faults occurring to his (or his sub-contractors or his employees) work for a period of 2 years.**

**If, on completion or during, there is a disagreement regards the standard of work, a suitably qualified person should be sought for a third opinion (architect, local building inspector etc). The client will meet the cost of this third opinion.**

**If the third opinion finds in favour of the client the builder will correct any unsatisfactory work before payment is made. The cost of the third party will be deducted from the payment.**

**If the third opinion finds in favour of the builder then final payment will be made in full on completion and the client will "stand" the cost of the third opinion.**

**Builder:**

----- (Signature)

**Homeowner:**

----- (Signature)

**This contract was agreed by both parties and signed on**

----- (Date)

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**Any future agreed amendments, alterations to price etc should be in writing below and signed by both parties. Any delays should also be in writing and signed by both parties.**

