

SMALL WORKS CONTRACT

This contract should not be used for projects exceeding £20,000 and is intended for use between a private homeowner and tradesman/ service provider.

This building contract is between:

(Clients name)

(Tradesman's trading name or company)

Tradesman's Address & Telephone Number

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

If the tradesman is VAT registered enter the VAT number

Client's address

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

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

Attach a separate detailed document as necessary.

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 tradesman without plans will meet or surpass current planning and building regulations.

The agreed total cost for the completed work is

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

The agreed deposit payment is

(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)

The following services/items will be provided by the client as may be required, unless agreed otherwise:-

water supply and power/electricity supply

Exceptional adverse weather and illness are considered outside of the tradesman's control. Notice should be given to the client as soon as possible if such a delay is to occur. This should be in writing.

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

The tradesman agrees to guarantee that all work be of a standard of a reasonable and competent tradesman that the building industry expects. The tradesman 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 party opinion (eg. A Chartered Surveyor, Architect, or local building inspector etc). The client will pay the cost of this third party opinion, meantime the opinion to be given.

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

If the third party opinion finds in favour of the tradesman then final payment will be made in full on completion and the client will bear the cost of the third party opinion.

