



# Hudson Remodeling, Inc.

913 Loomis Trail Road  
Lynden, WA 98265  
(360) 354-7007

## Pre-Construction Check List

### Section 1: Client Information

Client Name(s):	Jane and John Smith		
Address:	1234 Main Street		
City/State/Zip:	Somewhere, WA 98123		
Daytime Phone:	360-123-4567 John's Work Number	3	2 76 Jane's Cell Phone
Evening Phone:	360-987-6543 John and Jan's Home Nu.		

### Section 2: Carpenter Information

Lead Carpenter:	David James		
Daytime Phone	360-815-4453		
Emergency (After Hours) Phone:	360-8	or	360-354-8841 Charlie's Cell
What is an emergency?	Leaking pipes, water damage, fires,		
Work Week:	Monday - Friday 7:00 am to 3:30pm		

### Section 3: Client Family Members Information

How many family members?	2	Adults	2	Teens	1	Children
Will they be living in the house during the remodel?			X	Yes		No
Are there any pets on the site?		X	Yes			No
Notes Regarding Pets:	dogs will be in kennel during the day, are not to be let out and are not to be indoors. cats are indoor only, not to be let outdoors or into the garage					

## Section 4: Jobsite Details

A	Access to Jobsite	Keys	<u>X</u>	Use HR Locks	<u>                    </u>	Copies of Home Owner's Keys	<u>                    </u>
			<u>                    </u>	Re-Key Existing Lock	<u>                    </u>		<u>                    </u>
		Security Code	<u>N/A</u>	Use HR Code	<u>                    </u>	Use Home Owner's Code	<u>                    </u>
B	On-Site Daily Activities	Trash Pile/Dumpster	<u>                    </u>	<u>will be located on site during demolition</u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
		Tool Storage	<u>                    </u>	<u>okay to store small amount of tools</u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
		Bathroom Facility	<u>                    </u>	<u>Hudson Remodeling will provide</u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
		Parking	<u>Hudson Remodeling employees or</u>	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
		Material Storage	<u>                    </u>	<u>okay</u>	<u>store small amount of materials in garage</u>	<u>                    </u>	<u>                    </u>
		No Smoking on the jobsite	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
		Daily Clean up procedures	<u>                    </u>	<u>left by</u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
		Service Inspection Procedure	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>	
<p><b>**Note** Although every precaution will be taken, remodeling does produce dust - Be sure to remove or protect anything that does not want to be contaminated by dust.</b></p>							
C	Protection Measures	Dust	<u>                    </u>	<u>floor protection, tip walls in door ways,</u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
		Floor	<u>                    </u>	<u>floor protection over hardwood surfaces in hallway, and entry</u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
		Furniture	<u>                    </u>	<u>to be removed by client by project start date</u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
		Notes on Special Finishes	<u>                    </u>	<u>N/A</u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
		Work areas needing to be cleared of belongings	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>                    </u>	<u>kitchen, dining room, family room</u>
		Who will clear these areas	<u>                    </u>	<u>homeowner</u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
		Landscaping protection	<u>                    </u>	<u>N/A</u>	<u>                    </u>	<u>                    </u>	
D	Client Visits to Jobsite	General Rules and Safety Signs	<u>                    </u>	<u>to be posted as needed, client agrees to follow</u>	<u>                    </u>	<u>                    </u>	<u>                    </u>
		Rules for small children	<u>                    </u>	<u>children will not be near construction zones, unless homeowner is supervising</u>	<u>                    </u>	<u>                    </u>	<u>                    </u>

## Section 6: Client Meetings

A	Client Meetings	Concerns/Progress will be addressed as these meetings
		Explain the Change order process

How Often and Average Length weekly, at the house, 15 minutes max

How to Remind Client of Upcoming appointments

360-123-9876 Jane's Cell Phone Phone janesmith@email.com Email

Miscellaneous Notes

Maid service arrives on Wednesday to clean, they have hours  
Neighborhood boy comes to play with dogs, that is okay, he knows  
his yard during the project  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Special Considerations

Owners are responsible with \_\_\_\_\_ and/or protection of items within the workspace prior to commencement and, \_\_\_\_\_ remove all picture frames, special items, and keepsakes etc. Be \_\_\_\_\_ due to on going construction.

Have you gone over your contract, line by line, with Charlie Hudson?

JS & JS Yes \_\_\_\_\_ No  
(Home Owner Initials)

Date: January 1 2009

jane smith  
\_\_\_\_\_  
Smith, Jane  
Home Owner Signature

charlie hudson  
\_\_\_\_\_  
Charlie Hudson  
Owner Signature  
Hudson Remodeling, Inc.

john smith  
\_\_\_\_\_  
Smith, John  
Home Owner Signature

David James  
\_\_\_\_\_  
James, David  
Lead Carpenter Signature  
Hudson Remodeling

