



Scope of Work - Example

This is an example of the type of document you can expect from your contractor. Note that this is an example only – specific details vary from project to project.

"The Project consists of the construction of a _____ sq. ft. family room addition to the back of the existing home"; or "the refurbishing of the upstairs bathroom."

"Contractor XYZ will supply all materials, labor and supervision to perform the work, as outlined below."

DATE: _____

ROOM	DESCRIPTION OF WORK	COST
Pre-Demo	Development of designs and plans; Permits	\$
Demolition	Demolish and remove existing materials as required; Bins and disposal fees	\$
Plumbing		\$
Framing		\$
Electrical		\$
Insulation & Drywall		\$
Washroom		\$
Kitchen		\$
General		\$
Etc.		\$
TOTAL		\$

Payment schedule:

- \$_____ due upon commencement of work.
- \$_____ due upon passing of plumbing inspection.
- \$_____ due upon final walk-through.

Change of Work Orders: No changes or amendments to this work order shall be valid unless in writing and signed by Homeowner and Contractor. (This includes changes made by the contractor AND changes made by the homeowners).

In the event contractor discovers any renovation surprises once the work has started, he or she will notify the homeowner as soon as is reasonably practical.

Homeowner acknowledges and agrees that any renovation surprises may change the proposed cost of the renovation as indicated in the chart above.

Homeowner's Signature

Witness Signature

Homeowner's Name

Witness Name

Contractor's Signature

Witness Signature

Contractor's Name

Witness Name