

Notice of Pre-construction Conference

Homeowner: _____ Contractor: _____ Date: _____
 Address: _____ Address: _____ Time: _____
 Phone: _____ Phone: _____

Note: All parties (owner and contractor) must sign off on this preconstruction form. The contractor will have all necessary samples so that the homeowner can select color, pattern, and style of all “owner choice” items in the contract such as vinyl flooring and roofs. These selections will be noted, signed by all parties and become part of the contract. **Color or color numbers must be given for all applicable areas and items.**

Item	Color	Type	Brand/Mfg.	Comments

Additional comments or issues:

I _____ (print name) have examined this document and made the pertinent selections as noted. I understand that by signing this document the contractor has the immediate authority to order and purchase all materials related to colors and further changes are prohibited.

 Owner’s Signature

 Date

 Contractor’s Signature

 Date