







These questions may relate to building code compliance by the contractor. Please answer these questions to the best of your knowledge.

- 10. Was a permit obtained from the Building Dept.?  Yes  No
  - a. If no, was a permit required?  Yes  No
  - b. If yes, name of Building Department: \_\_\_\_\_
- 11. Permit Number: \_\_\_\_\_ Date issued: \_\_\_\_\_
- 12. Final inspection passed?  Yes  No
- 13. Who pulled permit? \_\_\_\_\_
- 14. Certificate of occupancy issued?  Yes  No
- 15. Was the permit obtained on time?  Yes  No
- 16. Were any inspections missed or performed late?  Yes  No
- 17. If certificate of occupancy was not issued, why? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**FINANCIAL QUESTIONNAIRE**

- 18. Total contract price: \$ \_\_\_\_\_
- 19. Total paid to contractor: \$ \_\_\_\_\_
- 20. What is actual or estimated cost to finish the job if you hire another contractor? \$ \_\_\_\_\_  
Attach estimates from licensed contractor.
- 21. Have you had to pay subcontractor or suppliers directly?  Yes  No  
If yes, how much and why? \_\_\_\_\_
- 22. Are there now unpaid bills owed to subcontractors or suppliers which contractor should have paid?  
 Yes  No
- 23. What is the total of such unpaid bills? \$ \_\_\_\_\_
- 24. Did contractor sign any statements to the effect that all bills have been paid?  Yes  No
- 25. Have you fired the contractor?  Yes  No
- 26. Has the job now been completed by you or a new contractor?  Yes  No

**WORKMANSHIP**

27. List the 3 worst items you are complaining about; that you feel are substandard and/or the contractor will not fix. Use a separate sheet if needed.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- 28. Has the contractor offered to make repairs?  Yes  No
- 29. Has the contractor made attempts to make repairs?  Yes  No  
If yes, how many times? \_\_\_\_\_
- 30. Have you had any other licensed contractor, architect or engineer inspect the work?  Yes  No  
If yes, please furnish a copy of the report.

\_\_\_\_\_  
Complainant Sign Here

\_\_\_\_\_  
Date