



TIPS FOR HIRING A CONTRACTOR

- **OBTAIN AT LEAST (3) WRITTEN PROPOSALS.**
- **INSIST ON A WRITTEN CONTRACT:** Include detailed description of work to be performed, list of materials, specific start/completion dates. Record any monies paid including check number. Retain detailed records (i.e. copies of contract, receipts, letters, dates & times of phone calls, names of person(s) you've been in contact with, etc).
- **CONFIRM LICENSE IS VALID:** A simple phone call to the Contractor Licensing Division (772-873-6371) to verify the license produced is valid & active, may eliminate any potential scams.
- **CALL THE COMPANY:** Ask for references & confirm the person you are dealing with does in fact work for the company. Upon acceptance of the contract, verify that he/she has submitted your contract/deposit to the appropriate personnel.
- **CONFIRM A PERMIT IS ISSUED IF REQUIRED:** Prior to commencing work, if a permit is required, it should be posted at the property. The information on the permit should have the property address, contractor name, permit number & type of permit. You may also call the permitting department at 772-344-4199 to verify.
- **DO NOT APPLY FOR YOUR OWN PERMIT:** This should raise a "red flag". If you do not intend to do the work yourself and have been asked to apply for the permit, you are at risk of financial harm.
- **DO NOT PAY CASH OR WRITE A CHECK TO AN INDIVIDUAL.**
- **DO NOT HIRE SOMEONE "WORKING ON THE SIDE":** You will not be protected if he/she gets hurt and you could be liable for the injuries incurred on your property. Your homeowner's insurance policy may not honor your claim if the work being performed required a licensed contractor.

Section 455.227(1)(j), Florida Statute prohibits any person from aiding, assisting, procuring, employing or advising any unlicensed person or entity. Individuals who aid unlicensed persons may face fines of up to \$5,000.