

# PROPOSAL

From \_\_\_\_\_ Address \_\_\_\_\_  
Company name \_\_\_\_\_ City \_\_\_\_\_  
Address \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
City \_\_\_\_\_ Phone \_\_\_\_\_  
State \_\_\_\_\_ Zip \_\_\_\_\_ Fax \_\_\_\_\_  
Phone \_\_\_\_\_ Mobile \_\_\_\_\_  
Fax \_\_\_\_\_ Beeper \_\_\_\_\_  
Contractor# \_\_\_\_\_ Date \_\_\_\_\_  
Owners name \_\_\_\_\_

## PROPOSAL SUBMITTED TO:

Name \_\_\_\_\_  
Street \_\_\_\_\_  
City \_\_\_\_\_  
State \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone number \_\_\_\_\_

## WORK TO BE PERFORMED AT:

Street \_\_\_\_\_  
City \_\_\_\_\_  
State \_\_\_\_\_ Zip \_\_\_\_\_  
Date of Plans \_\_\_\_\_  
Architect \_\_\_\_\_

We hereby propose to furnish the materials and perform the labor necessary for the completion of the job on the attached form titled Work List or the items listed below. \_\_\_\_\_  
\_\_\_\_\_

All materials is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner to the satisfaction of the owner for the sum of dollars (\$ \_\_\_\_\_)

Respectfully submitted by \_\_\_\_\_ SS# or Federal ID \_\_\_\_\_

## ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined.

Date \_\_\_\_\_ Signature \_\_\_\_\_ Signature \_\_\_\_\_

Contractor is covered by Workman's Compensation and hereby holds harmless owner for any accidents or mishaps occurring on the property to contractor, contractors associates, family, friends, or subcontractors hired by contractor or any of the above.

Contractor will notify owner when intermediate and final inspections are required to obtain draws on the attached schedule. If the work represented by contractor to be complete, is incomplete when owner arrives, the owner may charge a trip fee for each additional trip required to complete the draw requested by contractor.

Payments will be made as follows:

1st draw \$ \_\_\_\_\_  
2nd draw \$ \_\_\_\_\_ after item #'s \_\_\_\_\_ on work list are completed.  
3rd draw \$ \_\_\_\_\_ after item #'s \_\_\_\_\_ on work list are completed.  
4th draw \$ \_\_\_\_\_ after item #'s \_\_\_\_\_ on work list are completed.  
Final draw \$ \_\_\_\_\_ when all work completed to owners satisfaction.  
Other \_\_\_\_\_

All work will be completed by \_\_\_\_\_ or a \$ \_\_\_\_\_ per day penalty will be levied against contractor for each day the job is incomplete. If the work is not finished by \_\_\_\_\_ (default date) this contract will become null and void and no further payment will be due the contractor. Contractor hereby agrees to these terms and forfeits the right to place a mechanics lien on the property if all work is not complete by the default date. If a mechanics lien is placed on the property by the contractor or subcontractors after the default date, or before the default date if work not complete, contractor agrees to pay \$10,000 in damages plus the attorney fees and other costs to recover said damage and all other damages entitled to owner by law.

If work is completed in a satisfactory manner to the owner by the default date, contractor retains all rights and remedies allowed by law if payment is not tendered as agreed.

# Work List

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## Exterior

## Amount

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_

## Kitchen

13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_
16. \_\_\_\_\_
17. \_\_\_\_\_
18. \_\_\_\_\_
19. \_\_\_\_\_
20. \_\_\_\_\_

## **Baths**

21. \_\_\_\_\_
22. \_\_\_\_\_
23. \_\_\_\_\_
24. \_\_\_\_\_
25. \_\_\_\_\_
26. \_\_\_\_\_
27. \_\_\_\_\_
28. \_\_\_\_\_

## **Interior**

29. \_\_\_\_\_
30. \_\_\_\_\_
31. \_\_\_\_\_
32. \_\_\_\_\_
33. \_\_\_\_\_
34. \_\_\_\_\_
35. \_\_\_\_\_
36. \_\_\_\_\_
37. \_\_\_\_\_
38. \_\_\_\_\_
39. \_\_\_\_\_
40. \_\_\_\_\_
41. \_\_\_\_\_
42. \_\_\_\_\_
43. \_\_\_\_\_

- 44. \_\_\_\_\_
- 45. \_\_\_\_\_
- 46. \_\_\_\_\_
- 47. \_\_\_\_\_
- 48. \_\_\_\_\_
- 49. \_\_\_\_\_
- 50. \_\_\_\_\_

**Heat and Air**

- 51. \_\_\_\_\_
- 52. \_\_\_\_\_
- 53. \_\_\_\_\_