

HOME IMPROVEMENT BASIC CONTRACTOR INFORMATION FORM

NOTE: This HOME IMPROVEMENT BASIC CONTRACTOR INFORMATION FORM is NOT intended to be a substitute for a legally binding contract. Please seek legal assistance for the completion of a contract, if necessary.

**** BEFORE SIGNING ANY CONTRACT FOR WORK, CHECK WITH THE CITY'S DEVELOPMENT SERVICES DEPARTMENT AT 207-1111 (Prompt 3) or 207-8314 TO ENSURE THE CONTRACTOR IS LICENSED for HOME IMPROVEMENT WORK. The City performs background checks on all contractors it licenses.**

The below information, at a minimum, should be collected by the homeowner on the contractor.

All work should have a city inspection permit attached and will be issued to the contractor, NOT THE HOMEOWNER. All work must meet building codes and regulations.

NAME OF COMPANY: _____

CONTRACTOR **OR** REPRESENTATIVE: _____

BUSINESS ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

BUSINESS TELEPHONE NUMBER: (AREA CODE) _____ NUMBER: _____

BUSINESS CELL / ALTERNATE PHONE: (AREA CODE) _____ NUMBER: _____

HOME IMPROVEMENT CONTRACTOR LICENSE # _____

May be obtained from the Development Services Department of the City of San Antonio at 207-1111, Prompt 3.

PROPOSED WORK TO BE DONE: _____

COST OF WORK TO BE DONE: _____ START DATE: _____ END DATE: _____

DIAL 911 IN EMERGENCY SITUATIONS!

WARNING!

IF THE INDIVIDUAL TRYING TO DO BUSINESS WITH YOU REFUSES TO PROVIDE THE INFORMATION REQUESTED ON THIS FORM, DO NOT ENTER INTO ANY AGREEMENT WITH THE CONTRACTOR AND CALL THE POLICE DEPARTMENT AT 207-7484 TO REPORT THE INCIDENT.