

Use this form to take notes during your research or your in-home consultation; use one for each contractor. Or, use it as a guide in the conversation to help get the answers you need to make decisions.

Contractor Name _____

Tell me about your business

Why? Experienced installers will be best suited to explain what they believe in, and discuss their typical approach to projects. Ask about geographies served, recent projects and typical process.

How long have you been in business?

Why? Established businesses typically have a physical location, installers on staff, and lists of happy customers. Feel free to ask for references.

What's your specialty/business focus (siding, windows, roofing, etc.)?

Why? It's possible that a contractor who says he can do everything won't do everything well. You want to make sure your contractor has a lot of experience with the products you need.

What should I expect of the process?

Why? A lack of streamlined process could lead to extra time, extra frustration and extra costs for you.

How many workers will be at my home per day? Is there a schedule?

Does your plan include clean up? _____

How will you notify me if an issue comes up?



Insurance: workers' comp and liability?

Why? Ensure you are absolved of any responsibility in the event of an accident. Ask to see proof of insurance and feel free to call the insurance company to verify.

Do you belong to any associations or industry organizations?

Why? This indicates that the contractor and his team are dedicated to the industry and staying aware of best practices, news or any other information that might better his company and your experience.

Explain the windows' benefits to me as far as the components.

Why? You may hear different explanations for product types; note them so you can compare later.

	Beechworth Windows	Other _____	Other _____
Exterior Frame Material / Finishes			
Interior Material / Finishes			
Glass (2-pane, low-e coating, etc.)			
Warranty			
Other			

Gut Check

Any other conversation points or notes about the contractor or the products considered?

Estimate / Quote Information

Do not put money down before the contractor gives you an estimate!

