

# Why Hire a Licensed Contractor?

Licensed contractors must hold and maintain liability coverage.

Licensure demonstrates a commitment by the contractor to adhere to industry standards.

A licensed contractor has the ability to acquire necessary permits where an unlicensed contractor can not.

Using a licensed contractor ensures you are able to utilize the legal system to resolve issues.

An unlicensed contractor working on your property could make you liable if any employees or subcontractors are injured.

## About DOPL

DOPL is one of eight agencies within the Utah Department of Commerce and is legislatively charged to administer and enforce specific laws related to the licensing and regulation of certain professions.

## Our Mission

*Strengthening Trust in Utah's Professional Workforce through effective licensing, balanced regulation, and consumer engagement to facilitate informed decisions.*

## Contact Us!

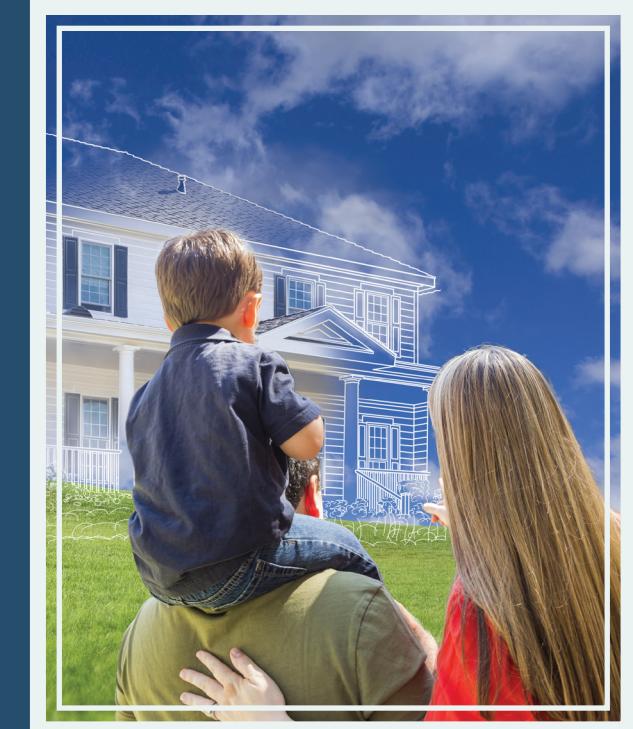


**dopl.utah.gov**

Call: 801-530-6628

# Home Construction Projects

## A Consumer's Guide



**UTAH DEPARTMENT  
OF COMMERCE**

Division of Professional Licensing

# Steps to Home Improvement Success



## 1 Prepare Plans

Prepare detailed building plans to ensure end product complies with state building codes and meets your expectations. This process is typically completed by an architect or interior designer. Depending on the project, plans may take weeks to years to complete.

## 2 Get Several Bids

Research local contractors and contact 2-3 to obtain bids for your project. After obtaining these bids, always check a minimum of three references for each contractor before choosing who to hire.

## 3 Verify the Contractor's License

As you're researching contractors and obtaining bids, be sure to check if the contractor is licensed. You can do this for free at [dopl.utah.gov](http://dopl.utah.gov).

## 4 Get it in Writing

No matter the size of the project, it is important to put it in a written contract. This contract should include the exact work to be done, the contract price, the project beginning and ending dates, permit procurement, and a guarantee of liability coverage.

## 5 Money Down & Payments

Be cautious of requests for large down payments. Payments should be made as work is completed. Never pay in cash.

## 6 Monitor Progress

Check in with the contractor regularly on the progress of the job, including whether the contractor has obtained all required building permits. These permits should be provided or displayed on the job site.

## 7 Before Final Payment

Before submitting a final payment, make sure your contractor has obtained **signed** lien releases from all suppliers and sub-contractors. You can see the status of liens on your home by visiting the State Construction Registry at [SCR.utah.gov](http://SCR.utah.gov).

