

### *Construction Project Etiquette:*

- ✓ **Please use the doorway closest to the remodel area.**
- ✓ **Always return phone calls; if no one answers please leave message and/or try the alternative number(s) given.**
- ✓ **Please keep appointments; if unable to come at the day/time expected, please let appropriate people know as soon as you know.**
- ✓ **Take good care of the home and possessions; if something is in the way, please let homeowner(s) know so it can be removed; if it cannot be moved, please cover and take extra care when working around it.**
- ✓ **Please notify homeowner(s) at least 24 hours in advance if work will be disrupting a major service or utility and for how long.**
- ✓ **Please attempt to restore all major facilities, such as the kitchen and bath areas before leaving or give homeowner(s) advance notice if they will need to relocate and for how long.**
- ✓ **If you use homeowner(s) utilities and/or facilities, please make sure to leave things in their original condition.**
- ✓ **Please communicate any problems or unexpected items/circumstances as soon as possible to the right party (sub to general, general to owner, owner to co-owner and lender as/if applicable) and wait for direction once everyone is informed and agrees to the solution.**
- ✓ **Daily pick up tools, debris and garbage and put away or dispose of properly before vacating the job site.**
- ✓ **Use proper containments to protect other areas of the home, objects and persons.**
- ✓ **Protect and block areas that present hazards.**
- ✓ **Consider the homeowner's options and ideas.**
- ✓ **Be honest about deadlines and problems.**