



## TIPS FOR HIRING A CONTRACTOR TO REPAIR STORM DAMAGE

### How to protect yourself from substantial financial and emotional loss

On March 31, 2023, large parts of Arkansas were hit by tornados, severe storms, and winds causing damage to many homes and businesses. Legitimate, licensed contractors will be there to help Arkansas citizens recover. Unfortunately, the widespread damage also brings out dishonest “storm chasing” contractors hoping to take advantage of vulnerable consumers.

To protect yourself from being victimized after these natural disasters, please keep the following steps in mind:

1. Verify that the contractor has the appropriate license to do the job: Obtain proof that the contractor has the necessary license by obtaining a copy of their license or by contacting the Arkansas Contractors State Licensing Board and/or the city in which the work is to be performed.
2. NEVER PAY ANY MONEY UP FRONT AND DO NOT MAKE FINAL PAYMENT UNTIL THE JOB IS COMPLETE: Beware of a contractor who is asking for payment so they can buy the materials to begin your project. NEVER pay for something that has not been completed and DO NOT pay for anything in cash.
3. Plan your project: Detail what you want to be done and the type of contractor you will need to complete it. No two projects are the same and may require a specialty licensed contractor.
4. Get 2-3 estimates: When comparing estimates from different contractors, don't just compare the bottom-line cost. Look at the cost and quality of materials for each one. Be sure the estimate includes the total price, the materials to be used, a timetable for payments, and the expected time for completion of the work.
5. Check at least 3 references: Ask your contractor for three references in writing. When speaking with the references ask if they were satisfied with the contractor's work. Ask if the contractor kept to the schedule and contract terms.
6. Require a written contract: The contract should be a detailed description of the work to be done, the material to be used, and the equipment to be installed. Be sure there is a schedule of payments and a timeline for when the work will be completed. Any changes that occur should be noted in writing.
7. Monitor the job in progress and keep all the paperwork: Check in regularly on the progress. Be sure to keep a file of all papers and documents, including the contract, written changes, bills, and invoices. This should also include photos of the job in progress.



**STATE OF ARKANSAS**

**ARKANSAS DEPARTMENT OF LABOR AND LICENSING**

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Please remember that if you have any questions at all about the contractor you wish to use, you may contact:

Arkansas Contractors Licensing Board

4100 Richard Road

North Little Rock, Arkansas 72117

(501) 372-4661

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