



TIPS ON HOW TO HIRE A QUALIFIED CONTRACTOR

Green Bay – The Brown County Home Builders Association urges citizens being approached by out of work contractors to utilize www.bchba.org to obtain contact information for over 800 members of our professional trade organization. Members represent all aspects of the home building industry including builders, remodelers, and associates who have the professional skills, education and credentials that are essential to ensure consumers are hiring a qualified professional for their building or remodeling needs.

“Professional builders and remodelers will present evidence of their credentials without hesitation,” said BCHBA Executive Officer, Mari McAllister-Charles. “Consumers should not hesitate to ask contractors to present their Dwelling Contractor Certification and Dwelling Contractor Qualifier certification cards provided by the WI Dept. of Commerce. We need to work together to ensure that our communities are not victimized by fraudulent ‘fly-by-night’ contractors.”

McAllister-Charles encourages citizens to “look to the resources of your local home builders association for names of qualified contractors that have established roots in our community.” In addition, recent rules enforced by the [WI Department of Health Services](#) also require contractors disturbing as little as six-square feet in pre-1978 homes carry a [Lead Safe Renovator certification](#).

Be aware of these common tactics that should raise red flags:

- You’re told that on this job, a contract “won’t be necessary.”
- You’re asked to pay for the entire job “up front” — or pay cash to a salesperson instead of a check or money order to a company.
- You are confronted with scare tactics, intimidation or threats.
- You’re told you’ve been “chosen” as a demonstration project at a special, low price.
- You’re told a “special” low price is good only if you sign a contract today.
- The contractor won’t give you references — or the references can’t be located.
- You can’t verify the contractor’s business address.

BCHBA suggests keeping the following advice in mind if you need to hire a contractor to perform repairs on any part of your home or business:

- Ask the contractor to present their Dwelling Contractor Certification and Dwelling Contractor Qualifier Certification cards provided by the [Wisconsin Department of Commerce](#). These are required to pull building permits in Wisconsin.
- If any remodeling is done on a home built prior to 1978, ask to see their Lead Safe Renovator certification or proof of attendance at an accredited course.
- Research how long the contractor has been in business.
- Contact the [Better Business Bureau](#) and see if the business has a record of unresolved complaints.
- Make sure you get a complete, clearly written contract for any work to be done. Do not rely on verbal agreements. All changes to the job should be put in writing before they occur.
- Do not pay any cash up front unless you have signed a valid contract.

For a complete list of Brown County Home Builders Association members, please visit our website www.bchba.org under the BCHBA Membership Directory tab.

The Brown County Home Builders Association is a trade organization made up of dedicated professionals who provide excellence in housing through education and innovation for the betterment of members and our local communities. Successfully serving our industry since 1956, the Brown County Home Builders Association is committed to preserving and promoting the American dream of home ownership by working for quality, safe and affordable housing in Brown, Kewaunee, Marinette and eastern Oconto counties.

