

PRECONSTRUCTION CONFERENCE FORM

CONTRACTOR'S NAME: THE GALLICK CORPORATION
ADDRESS: PO Box 1597, Sterling, VA 20167
PHONE: 703-787-0313
FAX: 703-787-9569
LIC #: STATE A 035908 COUNTY B200308 / 223245

DATE: , 2013

OWNER'S NAME:
ADDRESS:

PROJECT ADDRESS:

I. CONSTRUCTION AGREEMENT AND NOTICES

It is acknowledged that Contractor has furnished Owner with the following documents and requests that the Owner carefully review all these documents prior to entering into an Agreement with Contractor:

- A. Detailed Construction Agreement.
- B. Other: Pre-Construction Conference Form

II. JOB-SITE PROCEDURES

No matter how much the Owner and the Contractor prepare for it, remodeling is disruptive in certain ways. However, to help us minimize this disruption, please read our company policies listed below, and please fill in areas as need.

A. CHILDREN AND PET SAFETY - Are there special instructions for children & pets, please list:

Please keep children and pets away from work areas at all times, including construction trenches and the debris pile.

B. OWNER AND VISITOR SAFETY

Please do not enter work area without proper protective footwear. Due to safety concerns, do not bring friends or neighbors onto the site until the project is completed unless you are willing to be entirely responsible for their safety. As steps may have been removed, trenches may be open, and other temporary conditions may present safety hazards to the Owner, Owner's family, and any guests.

C. SANITATION

Contractor's employees and Subcontractors will use the port-a-john be on site.

D. SECURITY

Owner will supply an entry Key to Contractor to keep during the project: A lock box will be placed for employees and Subcontractors use.

E. NORMAL WORK HOURS

We normally work during the week from 7:00 a.m. to 3:30 p.m. We rarely have crews working on weekends. Hours can vary somewhat depending on the need for material pickup, scheduling of phases and County Inspections. It is understood Owner will allow access to project areas during these times.

F. MESSAGES AFTER WORK HOURS

Emails and office phone is 703-787-0313 emergency cellular

G. PARKING

Parking arrangements for Contractor's, employees', and Subcontractor's vehicles: will be were able, No HOA or County restrictions.

H. LOCATION OF CONTRACTOR'S TOOLS, EQUIPMENT and MATERIALS

The best on-site location for the Contractor's tools and equipment is: site garage.

I. CONTRACTOR'S SIGN, PHOTOS and MARKETING

It is understood that Contractor may place a sign at the front of the property for advertising and identify job site. It is understood that Contractor may take before, during and after photos of the project areas. Photos and some project details may be used in Contractors marketing materials without further notice to Owner. It is understood that Contractor may escort others around project areas at Contractors discretion. It is understood Contractor may give your contact information to others for reference purposes.

J. DUST/THE WORK AREA and DEBRIS PILE OR DUMPSTER

1. Remodeling will be dusty, prior to work start: It is Owners responsibility to have the work areas cleared of personal property; including window treatments and wall hangings prior to start of work by Contractor. Also it is Owners responsibly to cover dust sensitive items that are not directly in the work area.

