



## SCOPE OF WORK FORM

Property Address \_\_\_\_\_ Key Map \_\_\_\_\_

Square Feet of Living space: per county records \_\_\_\_\_ SF, per measurement \_\_\_\_\_ SF

House:  1 story  2 story; Foundation:  slab  block & beam  other \_\_\_\_\_

Bedrooms \_\_\_\_ Bathrooms \_\_\_\_ Garage: # \_\_\_\_ car,  attached,  detached,  garage converted

Utilities at inspection: Electricity  on  off; Gas:  on  off  none; Water:  on  off.

Bids Obtained: \_\_\_\_\_

Permits Required:  none,  general building  structural,  electrical,  plumbing,  HVAC

Abbreviations: ea = each, LF = linear feet, SF = square feet, HSF = square feet of living area (including garage conversion space)

|   | <b>Estimated Cost</b> |
|---|-----------------------|
| <b>1. DEMO &amp; TRASH HAUL</b>   |                       |
| <input type="checkbox"/> Initial demo & trash haul  | \$ _____              |
| <input type="checkbox"/> Construction trash haul  | \$ _____              |
| <input type="checkbox"/> Total  | \$ _____              |
| <b>2. TREES/BUSHES/YARD</b>   |                       |
| <input type="checkbox"/> Remove ____ trees & ____ bushes  | \$ _____              |
| <input type="checkbox"/> Trim ____ trees & ____ bushes  | \$ _____              |
| <input type="checkbox"/> Grind ____ tree stumps   | \$ _____              |
| <input type="checkbox"/> Correct yard drainage _____  | \$ _____              |
| <input type="checkbox"/> Other: _____   | \$ _____              |
| <input type="checkbox"/> Total  | \$ _____              |
| <b>3. CONCRETE</b>  |                       |
| <input type="checkbox"/> Replace <input type="checkbox"/> sidewalk, <input type="checkbox"/> driveway, <input type="checkbox"/> patio <input type="checkbox"/> garage floor | \$ _____              |
| <input type="checkbox"/> Repair <input type="checkbox"/> sidewalk, <input type="checkbox"/> driveway, <input type="checkbox"/> patio <input type="checkbox"/> garage floor  | \$ _____              |
| <input type="checkbox"/> Other: _____   | \$ _____              |
| <input type="checkbox"/> Total  | \$ _____              |
| <b>4. FENCES/GATES</b>  |                       |
| <input type="checkbox"/> Replace <input type="checkbox"/> Repair ____ LF of _____ (type of fencing)   | \$ _____              |
| <input type="checkbox"/> Replace <input type="checkbox"/> Repair ____ gates   | \$ _____              |
| <input type="checkbox"/> Replace gate hardware  | \$ _____              |
| <input type="checkbox"/> Other: _____   | \$ _____              |
| <input type="checkbox"/> Total  | \$ _____              |
| <b>5. POOLS &amp; SPAS</b>  |                       |
| <input type="checkbox"/> Demo pool & fill with dirt   | \$ _____              |
| <input type="checkbox"/> Drain pool, power wash or acid wash  | \$ _____              |
| <input type="checkbox"/> Paint existing plaster   | \$ _____              |
| <input type="checkbox"/> Re-plaster entire pool & spa   | \$ _____              |
| <input type="checkbox"/> Repair or replace <input type="checkbox"/> pool equipment <input type="checkbox"/> pool heater   | \$ _____              |
| <input type="checkbox"/> Other: _____   | \$ _____              |
| <input type="checkbox"/> Total  | \$ _____              |

**6. FOUNDATION REPAIR**

- Level foundation:  house  porches  garage \$ \_\_\_\_\_
- Other: \_\_\_\_\_ \$ \_\_\_\_\_
- Total \$ \_\_\_\_\_

**7. EXTERIOR CARPENTRY**

**House**

- Replace rotted sills, floor joists & sub flooring \$ \_\_\_\_\_
- Repair all wood rot \$ \_\_\_\_\_
- Replace \_\_\_\_\_ LF of fascia & \_\_\_\_\_ LF of soffit \$ \_\_\_\_\_
- Replace or  repair soffit vents \$ \_\_\_\_\_
- Replace \_\_\_\_\_ SF of  wood siding  Hardi siding \$ \_\_\_\_\_
- Replace \_\_\_\_\_ 4x8 sheets of Hardi plank or T1-11 \$ \_\_\_\_\_
- Replace \_\_\_\_\_ solid core doors, including jambs, casing/trim & threshold \$ \_\_\_\_\_
- Replace \_\_\_\_\_ solid core doors only (excluding jambs, etc) \$ \_\_\_\_\_
- Add for:  window in \_\_\_\_\_ door(s),  stain grade door,  side window panels,  custom front door \$ \_\_\_\_\_
- Replace \_\_\_\_\_ 6' sliding patio doors \$ \_\_\_\_\_
- Replace \_\_\_\_\_ 6' sliding patio doors with French doors \$ \_\_\_\_\_
- Repair  front porch  back porch  patio cover \$ \_\_\_\_\_
- Build new deck,  repair, or  replace existing deck(s) \_\_\_\_\_ \$ \_\_\_\_\_
- Encase house in vinyl siding, soffits and facia \$ \_\_\_\_\_

**Garage**

- Build new garage  1 car  2 car \$ \_\_\_\_\_
- Repair all wood rot \_\_\_\_\_ \$ \_\_\_\_\_
- Replace \_\_\_\_\_ LF of fascia & \_\_\_\_\_ LF of soffit \$ \_\_\_\_\_
- Replace \_\_\_\_\_ SF of wood siding \$ \_\_\_\_\_
- Replace \_\_\_\_\_ 4x8 sheets of Hardi plank or T1-11 \$ \_\_\_\_\_
- Replace 2" x 8" door jamb & trim  8'x7'  two 8'x7'  16'x7' \$ \_\_\_\_\_
- Replace  jamb only  trim only  8'x7'  two 8'x7'  16'x7' \$ \_\_\_\_\_
- Replace solid core entry door \$ \_\_\_\_\_
- Encase garage in vinyl siding, soffits and facia \$ \_\_\_\_\_
- Other: \_\_\_\_\_ \$ \_\_\_\_\_
- Total \$ \_\_\_\_\_

**8. EXTERIOR PLUMBING**

- Repair clogged or leaking sewer lines \$ \_\_\_\_\_
- Gas test when install gas meter (not including repairs) \$ \_\_\_\_\_
- Other: \_\_\_\_\_ \$ \_\_\_\_\_
- Total \$ \_\_\_\_\_

**9. EXTERIOR ELECTRICAL**

- Replace service panel (including breakers, meter socket, piping, cables, riser, etc.) \$ \_\_\_\_\_
- Repair electrical service: \_\_\_\_\_ \$ \_\_\_\_\_
- Replace \_\_\_\_\_ exterior light fixtures \$ \_\_\_\_\_
- Other: \_\_\_\_\_ \$ \_\_\_\_\_
- Total \$ \_\_\_\_\_

**10. ROOF/GUTTERS/CHIMNEY**

- Tear off all layers of shingles and replace roof  house,  garage \$ \_\_\_\_\_
- Repair roof \_\_\_\_\_ \$ \_\_\_\_\_
- Re-deck roof  entire  part -- with \_\_\_\_\_ 4'x8' sheets of 1/2 in. plywood \$ \_\_\_\_\_
- Replace \_\_\_\_\_ LF of gutters & down spouts \$ \_\_\_\_\_
- Clean chimney  Replace chimney cap \$ \_\_\_\_\_
- Other: \_\_\_\_\_ \$ \_\_\_\_\_
- Total \$ \_\_\_\_\_

**11. WINDOWS**

- Replace \_\_\_\_\_ broken window panes \$ \_\_\_\_\_
- Install \_\_\_\_\_ new replacement windows \_\_\_\_\_ (type of window) \$ \_\_\_\_\_
- Other: \_\_\_\_\_ \$ \_\_\_\_\_
- Total \$ \_\_\_\_\_

**12. BRICKWORK**

- Replace \_\_\_\_\_ SF of bricks or brick veneer  siding  chimney \$ \_\_\_\_\_
- Tuck & point brick or brick veneer  siding  chimney \$ \_\_\_\_\_
- Repair brickwork on  chimney  fireplace \$ \_\_\_\_\_
- Other: \_\_\_\_\_ \$ \_\_\_\_\_
- Total \$ \_\_\_\_\_

**13. METAL GARAGE DOORS/CARPORTS**

- Replace garage door, tracks & hardware  8'x7'  two 8'x7'  16'x7' \$ \_\_\_\_\_
- Replace \_\_\_\_\_ garage door opener(s) \$ \_\_\_\_\_
- Erect metal carport  1 car  2 car \$ \_\_\_\_\_
- Repair existing carport \_\_\_\_\_ \$ \_\_\_\_\_
- Other: \_\_\_\_\_ \$ \_\_\_\_\_
- Total \$ \_\_\_\_\_

**14. EXTERIOR PREP/PAINTING**

- Prep exterior of house, detached garage, and shed to be painted \$ \_\_\_\_\_
- Paint  frame house  frame detached garage \$ \_\_\_\_\_
- Paint wood/Hardi/T1-11 siding on brick  house  detached garage \$ \_\_\_\_\_
- Paint fascia & soffit on brick  house  detached garage \$ \_\_\_\_\_
- Paint siding of  cedar shakes,  brick veneer, or  concrete block \$ \_\_\_\_\_
- Paint exterior solid core doors  house  garage \$ \_\_\_\_\_
- Paint overhead garage door(s) \$ \_\_\_\_\_
- Paint shed \$ \_\_\_\_\_
- Paint \_\_\_\_\_ wood windows \$ \_\_\_\_\_
- Caulk and glaze \_\_\_\_\_ windows \$ \_\_\_\_\_
- Other: \_\_\_\_\_ \$ \_\_\_\_\_
- Total \$ \_\_\_\_\_

**15. INTERIOR ROUGH CARPENTRY**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**16. INTERIOR ROUGH ELECTRICAL**

- Rewire  entire house  part of house \_\_\_\_\_ \$ \_\_\_\_\_ [
- Wire for  telephones  cable TV  smoke alarms  security system \$ \_\_\_\_\_
- Other \_\_\_\_\_ \$ \_\_\_\_\_

**17. INTERIOR ROUGH PLUMBING**

\_\_\_\_\_ \$ \_\_\_\_\_

**18. HVAC SYSTEM**

- Install original HVAC system & ducts:  gas  electric \$ \_\_\_\_\_
- Replace HVAC system & ducts:  gas  electric \$ \_\_\_\_\_
- Replace HVAC system (not ducts):  gas  electric \$ \_\_\_\_\_
- Replace inside components only:
  - gas heater & evaporator coil  gas heater only \$ \_\_\_\_\_
  - evaporator coil only  electric heater & air handler \$ \_\_\_\_\_
- Replace outside AC condensing unit(s) only \$ \_\_\_\_\_
- Replace  ceiling and sidewall air vents  return air vents \$ \_\_\_\_\_
- Service HVAC system \$ \_\_\_\_\_
- Other: \_\_\_\_\_ \$ \_\_\_\_\_
- Total \$ \_\_\_\_\_

**19. SHEET ROCK/INSULATION**

- Replace \_\_\_\_\_ 4' x 8' sheets of sheet rock (hang, tape & float) \$ \_\_\_\_\_
- Fix all holes & cracks in sheetrock (tape & float) \$ \_\_\_\_\_
- Replace or add ceiling insulation \$ \_\_\_\_\_
- Install \_\_\_\_\_ SF of new wall insulation \$ \_\_\_\_\_
- Other: \_\_\_\_\_ \$ \_\_\_\_\_
- Total \$ \_\_\_\_\_

**20. INTERIOR CARPENTRY**

**Kitchen**

- Build custom cabinets \$ \_\_\_\_\_
- Replace kitchen cabinets  lower  upper \$ \_\_\_\_\_
- Repair kitchen cabinets \_\_\_\_\_ \$ \_\_\_\_\_

**Bathrooms**

- |  | <b>MB</b>                | <b>B2</b>                | <b>B3</b>                | <b>1/2 B</b>             |          |
|--|--------------------------|--------------------------|--------------------------|--------------------------|----------|
| <input type="checkbox"/> Build custom vanities                                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | \$ _____ |
| <input type="checkbox"/> Replace vanities                                      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | \$ _____ |
| <input type="checkbox"/> Repair vanities _____                                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | \$ _____ |
| <input type="checkbox"/> Install recessed medicine cabinet/mirror combination  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | \$ _____ |
| <input type="checkbox"/> Build frame, decking & skirting for Jacuzzi type tubs | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | \$ _____ |
| <input type="checkbox"/> Install towel racks                                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | \$ _____ |
| <input type="checkbox"/> Install toilet paper holders                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | \$ _____ |

**Bedrooms**

- |   | <b>MB</b>                | <b>B2</b>                | <b>B3</b>                | <b>B4</b>                |          |
|---|--------------------------|--------------------------|--------------------------|--------------------------|----------|
| <input type="checkbox"/> Replace louver bi-fold closet door | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | \$ _____ |
| <input type="checkbox"/> Replace sliding closet door        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | \$ _____ |

**Throughout House**

- Replace hollow core doors # \_\_\_\_\_ pre-hung, # \_\_\_\_\_ doors only \$ \_\_\_\_\_
- Repair # \_\_\_\_\_ doors & frames \$ \_\_\_\_\_
- Install \_\_\_\_\_ LF crown molding, \_\_\_\_\_ LF base trim, \_\_\_\_\_ LF quarter round \$ \_\_\_\_\_
- crown molding in \_\_\_\_\_ rooms
- base trim in \_\_\_\_\_ rooms
- quarter round in \_\_\_\_\_ rooms

**Other**

- Install or replace closet shelves, shelving support & rods as needed \$ \_\_\_\_\_
- Install \_\_\_\_\_ new folding stair attic access door(s) \$ \_\_\_\_\_
- Repair \_\_\_\_\_ attic access door(s) \$ \_\_\_\_\_
- Other: \_\_\_\_\_ \$ \_\_\_\_\_
- Total \$ \_\_\_\_\_

**21. COUNTERTOPS (for ceramic tile countertops, see category 23)**

**Kitchen**

- Put  laminate,  Corian, Silestone, or Granite on kitchen countertops, with/ new decking \$ \_\_\_\_\_
- Put \_\_\_\_\_ on back splashes, \_\_\_\_\_ on kitchen island \$ \_\_\_\_\_

**Bathrooms**

**MB B2 B3 1/2 B**

- Replace vanity countertop with: cultured marble combo sink/countertop,     \$ \_\_\_\_\_
- laminate,     \$ \_\_\_\_\_
- Corian, Silestone, or granite     \$ \_\_\_\_\_

**Wet Bar**

- Put  laminate,  Corian, Silestone, or granite on wet bar \$ \_\_\_\_\_
- Total \$ \_\_\_\_\_

**22. INTERIOR PLUMBING**

**Kitchen**

- Replace kitchen sink \$ \_\_\_\_\_
- Replace kitchen sink faucet \$ \_\_\_\_\_
- Replace garbage disposal \$ \_\_\_\_\_

**Bathrooms**

**MB B2 B3 1/2 B**

- Replace sink     \$ \_\_\_\_\_
- Install new pedestal sink     \$ \_\_\_\_\_
- Replace sink faucet     \$ \_\_\_\_\_
- Replace complete toilet     \$ \_\_\_\_\_
- Replace toilet flush mechanism & toilet seat only     \$ \_\_\_\_\_
- Replace standard tub     \$ \_\_\_\_\_
- Install Jacuzzi type tub     \$ \_\_\_\_\_
- Install fiberglass shower surround     \$ \_\_\_\_\_
- Install fiberglass combo tub/shower surround     \$ \_\_\_\_\_
- Replace shower door     \$ \_\_\_\_\_
- Replace shower pan     \$ \_\_\_\_\_
- Replace hardware for tub     \$ \_\_\_\_\_
- Replace hardware for shower     \$ \_\_\_\_\_

**Other**

- Replace hot water heater \$ \_\_\_\_\_
- Raise hot water heater 18 in and redo connections \$ \_\_\_\_\_

- Repair hot water heater connections \_\_\_\_\_ \$ \_\_\_\_\_
- Rework washer/dryer connections \_\_\_\_\_ \$ \_\_\_\_\_
- Other: \_\_\_\_\_ \$ \_\_\_\_\_
- Total \_\_\_\_\_ \$ \_\_\_\_\_

**23. CERAMIC TILE**

**Counter Tops**

- Install CT on kitchen counter top w/ new decking \$ \_\_\_\_\_
- Install CT on kitchen island counter top w/ new decking \$ \_\_\_\_\_
- Install CT on wet bar counter top w/ new decking \$ \_\_\_\_\_

**Bathrooms**

**MB B2 B3 1/2 B**

- Install CT & new decking on vanities     \$ \_\_\_\_\_
- Install CT on tub surround     \$ \_\_\_\_\_
- Install CT on shower walls/floors     \$ \_\_\_\_\_

**Flooring**

- Install CT floors in  entry hall  kitchen  master bathroom  other  
bathrooms \_\_\_\_\_  other areas of house \_\_\_\_\_ \$ \_\_\_\_\_
- Other \_\_\_\_\_ \$ \_\_\_\_\_
- Total \_\_\_\_\_ \$ \_\_\_\_\_

**24. RESURFACING & TEXTURE/PREP/PAINT**

**Resurfacing**

- Resurface  kitchen counter tops  kitchen island top  kitchen sink \$ \_\_\_\_\_
- MB B2 B3 1/2 B**
- Resurface bathroom vanity tops     \$ \_\_\_\_\_
  - Resurface bathroom sinks     \$ \_\_\_\_\_
  - Resurface bathroom tubs     \$ \_\_\_\_\_
  - Resurface CT tub surrounds     \$ \_\_\_\_\_
  - Resurface CT showers     \$ \_\_\_\_\_
  - Resurface CT floors     \$ \_\_\_\_\_
  - Other \_\_\_\_\_ \$ \_\_\_\_\_
  - Total \_\_\_\_\_ \$ \_\_\_\_\_

**Texture/Prep/Paint**

- Retexture all walls – type of texture \_\_\_\_\_ \$ \_\_\_\_\_
- Retexture all ceilings – type of texture \_\_\_\_\_ \$ \_\_\_\_\_
- Partial texture as needed:  walls,  ceilings \$ \_\_\_\_\_
- Prep & paint walls & ceilings \$ \_\_\_\_\_
- Prep & paint wall paneling \$ \_\_\_\_\_
- Prep & paint all interior doors and all wood trim \$ \_\_\_\_\_
- Prep & paint kitchen cabinets in & out \$ \_\_\_\_\_
- Prep & paint vanities in & out \$ \_\_\_\_\_
- Stain kitchen cabinets \$ \_\_\_\_\_
- Stain vanities \$ \_\_\_\_\_
- Other: \_\_\_\_\_ \$ \_\_\_\_\_
- Total \_\_\_\_\_ \$ \_\_\_\_\_

**25. ELECTRICAL FIXTURES**

- Install \_\_\_\_\_ interior light fixtures \$ \_\_\_\_\_
- Install \_\_\_\_\_ ceiling fans without light fixtures \$ \_\_\_\_\_
- Install \_\_\_\_\_ combo ceiling fans with light fixtures \$ \_\_\_\_\_
- Install \_\_\_\_\_ chandeliers \$ \_\_\_\_\_
- Install \_\_\_\_\_ 24" x 48" kitchen fluorescent light fixtures \$ \_\_\_\_\_
- Install \_\_\_\_\_ light bars over vanities \$ \_\_\_\_\_
- Replace \_\_\_\_\_ light switches and \_\_\_\_\_ outlet plugs throughout the house \$ \_\_\_\_\_
- Other: \_\_\_\_\_ \$ \_\_\_\_\_
- Total \$ \_\_\_\_\_

**26. MIRRORS**

- Install \_\_\_\_\_ SF of mirrors in bathrooms \$ \_\_\_\_\_
- Other \_\_\_\_\_ \$ \_\_\_\_\_
- Total \$ \_\_\_\_\_

**27. FLOORING (for ceramic tile flooring, see category 23)**

- Repair floors in \_\_\_\_\_ \$ \_\_\_\_\_
- Refinish wood floors in \_\_\_\_\_ \$ \_\_\_\_\_
- Put vinyl squares in \_\_\_\_\_ \$ \_\_\_\_\_
- Put linoleum in \_\_\_\_\_ \$ \_\_\_\_\_
- Put carpet & pad in \_\_\_\_\_ \$ \_\_\_\_\_
- Put new  wood  laminate floors in \_\_\_\_\_ \$ \_\_\_\_\_
- Total \$ \_\_\_\_\_

**28. APPLIANCES**

- Install new appliances:  dishwasher,  range,  cook top,  vent hood  
vent hood/microwave combo,  built-in oven,  built-in double oven \$ \_\_\_\_\_
- Other: \_\_\_\_\_ \$ \_\_\_\_\_
- Total \$ \_\_\_\_\_

**29. MISCELLANEOUS**

- Exterior door handles & locks, interior door handles, cabinet & vanity knobs  
and pulls, electrical switch and outlet plates, mail box, door bell, smoke alarms,  
light bulbs, etc. \$ \_\_\_\_\_

**30. MAKE READY TO SELL**

- Power wash to clean brick or concrete \$ \_\_\_\_\_
- Clean house \$ \_\_\_\_\_
- Landscape the property: \_\_\_\_\_ \$ \_\_\_\_\_
- Other: \_\_\_\_\_ \$ \_\_\_\_\_
- Total \$ \_\_\_\_\_

**TOTAL ESTIMATED LABOR, MATERIALS & TAXES** \$ \_\_\_\_\_

**Note:** If you plan to use our loan program, please understand that we require our inspector to inspect the property. We will not accept inspection reports prepared by other inspectors.