

Building work agreement

A plain-English agreement for a small domestic building job. Fill in every square bracket, delete what does not apply, and both sign. This is a template, not legal advice.

Between: [your name and address] ("the customer")

And: [builder/company name, address and company number] ("the builder")

- 1. The work.** The builder will carry out the following work at [property address]:
[describe the work and the specification]
- 2. Price.** The fixed total price for the work is £[amount], including [materials/VAT as agreed]. This price excludes: [list anything not included].
- 3. Payments.** The customer will pay:
 - Deposit of £[amount] on signing (materials only)
 - £[amount] on completion of [stage]
 - Final £[amount] within [x] days of completion, once the agreed snagging list is cleared
- 4. Dates.** Work will start on [date] and is expected to finish by [date].
- 5. Changes.** Any extra work or change to the above will be quoted and agreed in writing before it is carried out.
- 6. Insurance.** The builder holds public liability insurance of £[amount].
- 7. Guarantee.** The builder guarantees the work for [period] from completion.
- 8. Cancellation.** If this agreement was signed away from the builder's business premises, the customer may cancel within 14 days of signing, without giving a reason, under the Consumer Contracts (Information, Cancellation and Additional Charges) Regulations 2013. If the customer has asked in writing for work to start inside those 14 days, the right to cancel remains but the customer may owe for work already carried out.

Signed (customer): _____ Date: _____

Signed (builder): _____ Date: _____