



# The Complete Home Addition Checklist *by Simply Additions*

Contractor Prep Sheet – Just fill out what you expect from the contractors estimate and print one for each contractor (leave questions blank if unsure)

Date:

Customer Name:

Address:

Phone Number(s):

Email Address:

General Description of Work

Architectural Plans	Permit Fees	Portable Toilet	Demolition	Dumpster
<input type="checkbox"/> Included	<input type="checkbox"/> Included	<input type="checkbox"/> Included	<input type="checkbox"/> Included	<input type="checkbox"/> Included
<input type="checkbox"/> Not included	<input type="checkbox"/> Not included	<input type="checkbox"/> Not included	<input type="checkbox"/> Not included	<input type="checkbox"/> Not included

Foundation Work
<input type="checkbox"/> Concrete piers
<input type="checkbox"/> Slab with crawl space
<input type="checkbox"/> Slab on grade (Garage floor foundation)
<input type="checkbox"/> Full Basement
<input type="checkbox"/> Provide New Basement Hatchway
Footing Drains <input type="checkbox"/> Yes <input type="checkbox"/> No
Sump Tank <input type="checkbox"/> Yes <input type="checkbox"/> No
Mechanical lines/Equipment in way of addition <input type="checkbox"/> Yes <input type="checkbox"/> No
Septic system in way of addition <input type="checkbox"/> Yes <input type="checkbox"/> No

Wall Framing	Roof Framing	Floor Framing	Gutters
<input type="checkbox"/> 2x4 Exterior	<input type="checkbox"/> Stick framed	<input type="checkbox"/> Truss Joist	<input type="checkbox"/> Yes
<input type="checkbox"/> 2x6 Exterior	<input type="checkbox"/> Truss Roof	<input type="checkbox"/> Conventional lumbar	<input type="checkbox"/> No
		<input type="checkbox"/> Concrete floor	

Roofing Shingles	Roofing Area
<input type="checkbox"/> 3-Tab <input type="checkbox"/> Architectural <input type="checkbox"/> Clay <input type="checkbox"/> Metal roofing	<input type="checkbox"/> None <input type="checkbox"/> Existing house and addition <input type="checkbox"/> Addition only

Siding Type	Siding Area
<input type="checkbox"/> Vinyl <input type="checkbox"/> Clapboard <input type="checkbox"/> Aluminum siding <input type="checkbox"/> Brick <input type="checkbox"/> Stone <input type="checkbox"/> Cedar	<input type="checkbox"/> None <input type="checkbox"/> Existing house and addition <input type="checkbox"/> Addition only

Floor Insulation	Wall Insulation	Ceiling Insulation
<input type="checkbox"/> None <input type="checkbox"/> R11 Batt insulation <input type="checkbox"/> Other:	<input type="checkbox"/> None <input type="checkbox"/> R19 Batt insulation <input type="checkbox"/> Other:	<input type="checkbox"/> None <input type="checkbox"/> R30 Batt insulation <input type="checkbox"/> Other:

Drywall	Paint
<input type="checkbox"/> ½" sheetrock with primer coat <input type="checkbox"/> ½" sheetrock without primer coat <input type="checkbox"/> Fire rated sheetrock <input type="checkbox"/> None	<input type="checkbox"/> None <input type="checkbox"/> Paint interior walls <input type="checkbox"/> Paint exterior walls <input type="checkbox"/> Paint ceilings <input type="checkbox"/> Paint trim <input type="checkbox"/> Paint doors and windows

Windows	Quantity	Grids	Interior Finish
<input type="checkbox"/> None <input type="checkbox"/> Double Hung <input type="checkbox"/> Awning <input type="checkbox"/> Casement <input type="checkbox"/> Picture		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> None <input type="checkbox"/> Pine <input type="checkbox"/> Oak <input type="checkbox"/> Primed Interior

Door Type	Quantity
<input type="checkbox"/> Entry door with half glass <input type="checkbox"/> Fire doors for garage <input type="checkbox"/> French Door <input type="checkbox"/> Patio Slider <input type="checkbox"/> Custom <input type="checkbox"/> Match existing front door	

Flooring Type		Flooring Area	
<input type="checkbox"/> None		<input type="checkbox"/> All rooms	
<input type="checkbox"/> Carpet		<input type="checkbox"/> Bathroom	
<input type="checkbox"/> Oak		<input type="checkbox"/> Bedroom	
<input type="checkbox"/> Cherry		<input type="checkbox"/> Kitchen	
<input type="checkbox"/> Pine		<input type="checkbox"/> Living room	
<input type="checkbox"/> Ceramic		<input type="checkbox"/> Family room	
<input type="checkbox"/> Travertine		<input type="checkbox"/> Hallway	
<input type="checkbox"/> Marble		<input type="checkbox"/> Mudroom	
<input type="checkbox"/> Other:		<input type="checkbox"/> Other:	

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<input type="checkbox"/> None		<input type="checkbox"/> All rooms	
<input type="checkbox"/> Carpet		<input type="checkbox"/> Bathroom	
<input type="checkbox"/> Oak		<input type="checkbox"/> Bedroom	
<input type="checkbox"/> Cherry		<input type="checkbox"/> Kitchen	
<input type="checkbox"/> Pine		<input type="checkbox"/> Living room	
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<input type="checkbox"/> Other:		<input type="checkbox"/> Other:	

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<input type="checkbox"/> Marble		<input type="checkbox"/> Mudroom	
<input type="checkbox"/> Other:		<input type="checkbox"/> Other:	

Trim Material	Trim Type	Trim Finish
<input type="checkbox"/> Oak	<input type="checkbox"/> Match existing	<input type="checkbox"/> stainable
<input type="checkbox"/> Pine	<input type="checkbox"/> Baseboard w/door and window casings	<input type="checkbox"/> Paintable
<input type="checkbox"/> Other:	<input type="checkbox"/> Other:	<input type="checkbox"/> Other:

<b>Kitchen Cabinets</b>	<b>Overall kitchen square footage</b>
<input type="checkbox"/> Linear feet of cabinetry	
<b>Countertop Material</b>	<b>Linear feet of countertop</b>
<input type="checkbox"/> Granite <input type="checkbox"/> Corian <input type="checkbox"/> Marble <input type="checkbox"/> Quartz <input type="checkbox"/> Laminate	
<b>Sink</b>	<b>Faucet</b>
<input type="checkbox"/> Contractor provides <input type="checkbox"/> Client provides <input type="checkbox"/> Client will select	<input type="checkbox"/> Contractor provides <input type="checkbox"/> Client provides <input type="checkbox"/> Client will select

<b>Bathrooms</b>	<b>Quantity</b>
<input type="checkbox"/> No bathrooms <input type="checkbox"/> Bathrooms included	
<b>Tub and Shower</b>	
<input type="checkbox"/> Client will provide <input type="checkbox"/> None <input type="checkbox"/> Jacuzzi tub <input type="checkbox"/> Corner fiberglass shower with glass door <input type="checkbox"/> Tile shower with frameless glass door <input type="checkbox"/> Fiberglass tub <input type="checkbox"/> Fiberglass tub and shower combo <input type="checkbox"/> Fiberglass shower	
<b>Vanity and Sink</b>	
<input type="checkbox"/> Pedestal sink <input type="checkbox"/> Single vanity <input type="checkbox"/> Double vanity	
<b>Vanity Top</b>	
<input type="checkbox"/> Cultured marble <input type="checkbox"/> Granite <input type="checkbox"/> Client will provide	
<b>Faucet</b>	
<input type="checkbox"/> Contractor provides <input type="checkbox"/> Client provides <input type="checkbox"/> Client will select	
<b>Toilettes</b>	
<input type="checkbox"/> None <input type="checkbox"/> Elongated <input type="checkbox"/> Standard <input type="checkbox"/> Client will provide	

Plumbing	HVAC
<input type="checkbox"/> Plumbing included <input type="checkbox"/> Client will provide <input type="checkbox"/> None	<input type="checkbox"/> HVAC included <input type="checkbox"/> Client will provide <input type="checkbox"/> Use existing baseboard <input type="checkbox"/> Use existing forced air <input type="checkbox"/> New Furnace <input type="checkbox"/> New AC <input type="checkbox"/> None
Adequate water pressure ?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Plumbing water supply tie-in	<input type="checkbox"/> Yes <input type="checkbox"/> No
Plumbing drain/vent tie in	<input type="checkbox"/> Yes <input type="checkbox"/> No
HVAC system tie-in	<input type="checkbox"/> Yes <input type="checkbox"/> No
HVAC brand and model # of unit	
Gas line tie-in	<input type="checkbox"/> Yes <input type="checkbox"/> No
Microwave/Exhaust/Fan/Dryer vent route	<input type="checkbox"/> Yes <input type="checkbox"/> No

Electrical	Cable TV Jacks
<input type="checkbox"/> Included <input type="checkbox"/> Client will provide <input type="checkbox"/> None	<input type="checkbox"/> Yes <input type="checkbox"/> No Qty:
Lighting	Telephone Jacks
<input type="checkbox"/> Recessed light cans <input type="checkbox"/> Junction boxes (client will provide fixtures) <input type="checkbox"/> Under cabinet lighting <input type="checkbox"/> Pendant lighting <input type="checkbox"/> Outdoor motion sensor flood lights <input type="checkbox"/> None	<input type="checkbox"/> Yes <input type="checkbox"/> No Qty:
<b>Hardwired Smoke Detectors</b>	<input type="checkbox"/> None <input type="checkbox"/> Carbon Monoxide and smoke detector <input type="checkbox"/> Smoke detector Qty:
Public or private utilities?	
Electrical service upgrade (overhead or underground)?	
Brand/available slots in panel box?	
Electrical circuit feed distance route?	

Paint	Allowance List
<input type="checkbox"/> Included <input type="checkbox"/> Client will provide <input type="checkbox"/> None	Tile: Carpet: Shower faucet: Sink faucets: