

**PAINT - EXTERIOR**  
*Job Ready Checklist*

*This list is to be reviewed by the Builder/Superintendent to verify that the job site is ready for the Trade Contractor to arrive and begin work.*

Check box  
when complete

- Permit card is clearly posted.
- Readable sign identifying the lot number is in place.
- Full accessibility to the site is established, including gravel pad or clear driveway.
- Silt fence is in place.
- Site is clear of trash and debris.
- All roofing has been completed, including metal roofing.
- All exterior sheathing has been properly installed.
- All material to be painted on the exterior has been completed and installed, including cornice and trim details, and shutters; and excluding gutters and downspouts.
- Exterior doors and windows are installed.
- Carpentry work is completed and no carpentry-related problems are visible. Surfaces are ready for paint.
- Paint colors, specifications and selection sheets have been reviewed and verified with the Trades Contractor, and areas to be painted have been determined.
- An area has been designated for equipment clean up, and trash and debris collection.

**Builder/Superintendent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Builder Company name:** \_\_\_\_\_

**Site Address:** \_\_\_\_\_



## ADDENDUM TO THE TRADE CONTRACTOR AGREEMENT

### *Scopes of Work - Paint - Exterior*

- Builder has verified the completion of the Job Ready Checklist for Exterior Paint.
- Perform all work within the guidelines specified by the contract, applicable building codes, and the *Homeowner Handbook* (or applicable warranty program of the builder).
- All work to be completed in a manner that respects the efforts and materials of other Trades.
- Paint colors and specifications have been verified and color locations reviewed.
- Twenty-five year paintable acrylic silicone caulk to be used on the trim and siding. Caulk is applied to provide uniform and adequate coverage.
- All cracks, holes and defects should be caulked or filled, including nail holes.
- Caulking should be complete and dry before priming begins.
- Paint and primer should not be thinned unless approved by the Superintendent.
- Apply products in accordance with the manufacturer's instructions. Comply with required drying time between coats as directed by the manufacturer's.
- All surfaces to be painted should be dry and free of dirt and debris.
- All metal surfaces should be cleaned prior to painting to remove all oil.
- No paint is to be mixed on the job site.
- Apply paint, enamel, stains, and varnishes with suitable brushes, rollers, or spray equipment that has been kept clean and free from contamination. Equipment must be suitable for the finish required.
- Use of ladders should not scuff or damage other surfaces.
- All surfaces are properly coated with primer. Only designated primer paint may be used for priming surfaces.
- Prime coats should provide uniform coverage with no holidays or voids.
- Use appropriate primer for various building materials such as bleedable woods, non-bleedable woods, ferrous metals, etc.
- Paint application should completely cover the surface. No streaks, marks, or spots should be visible.
- Make edges of paint adjoining other materials or colors clean and sharp with no overlapping.
- Paint should be applied between 50 and 95 degrees Fahrenheit.

**Contractor Initials:** \_\_\_\_\_

**Builder Initials:** \_\_\_\_\_

**Contractor Company Name:** \_\_\_\_\_

**Builder Company Name:** \_\_\_\_\_

*Scopes of Work Continued - Paint - Exterior*

- All windows, roofing, other exterior materials, automobiles, and neighboring houses should be protected from overspray. All non-painted surfaces should be protected from drips and overspray.
- All equipment should be thoroughly cleaned and dried between applications.
- Clean brushes, rags, etc. in the designated area to avoid paint splatter on the house.
- Paint, thinner, brushes, rags, and any other flammable materials should be stored in a fireproof container or removed from the house each night.
- When the job is complete, the painter should leave extra paint for the homeowners.
- All trash and debris must be collected and deposited in the designated area.

**Contractor Initials:** \_\_\_\_\_ **Builder Initials:** \_\_\_\_\_

**Contractor Company Name:** \_\_\_\_\_ **Builder Company Name:** \_\_\_\_\_



**PAINT - EXTERIOR**  
*Job Complete Checklist*

*This checklist is to be reviewed by both the Trade Contractor and the Builder/Superintendent to verify that the work has been completed according to the Scopes of Work.*

Check box  
when complete

**TRADE      BUILDER**

- All work complies with code, contract and warranty specifications.
- Overspray and excess paint has been removed from non-painted surfaces.
- All designated surfaces have been properly, uniformly, and adequately covered with paint. No drips, marks, or spots are visible.
- Paint and caulk has been applied so no painted surface is penetrable by water. All moisture penetration areas are sealed.
- Materials, trash, and construction debris shall be cleaned up and deposited in the designated area.

**Builder/Superintendent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Builder Company Name:** \_\_\_\_\_

**Trade Contractor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Trade Contractor Company Name:** \_\_\_\_\_

**Site Address:** \_\_\_\_\_