

Required Notices for Residential Construction Projects

Below is a summary of the three consumer notices that contractors working on residential construction projects must provide the property owner. **These are only required from the contractor that has a contract with the property owner.** These are not required from subcontractors.

	When is it given?	Proof of Delivery	Purpose of the notice	Consequences for not giving notice	Authority
Consumer Protection Notice	<p>On or before the date the contract is entered into when the contract exceeds \$2,000.</p> <p>Written contracts are required if the contract price is more than \$2,000. If the contract is less than \$2,000, but goes over, a written contract and notice must be given.</p>	<p>Contractors must maintain proof of delivery for two years after the contract was entered into.</p> <p>Proof shall include but is not limited to:</p> <ul style="list-style-type: none"> • Signed copy of notice; • Phrase in the contract, acknowledging receipt and initialed by the owner; or • Copies of the contract if notice is fully contained in the contract. 	<ul style="list-style-type: none"> • Explains contractor licensing standards; • Bond and insurance requirements; • Steps consumers can take for a successful construction project; and • What to do if problems occur. 	<p>Civil penalty of up to \$5,000 for several violations.</p>	<p>ORS 701.330 (2007) OAR 812-001-0200 OAR 812-012-0130 ORS 701.992(1)</p>
Notice of Procedure	<p>On or before the date the contract is entered into when the contract exceeds \$2,000.</p> <p>Written contracts are required if the contract price is more than \$2,000. If the contract is less than \$2,000, but goes over, a written contract and notice must be given.</p>	<p>Contractors must maintain proof of delivery for two years after the contract was entered into. Proof shall include but is not limited to:</p> <ul style="list-style-type: none"> • Signed copy of notice; • Phrase in the contract, acknowledging receipt and is initialed by the owner; or • Copies of the contract if notice is fully contained in the contract. 	<p>Explains what a homeowner must do before beginning an arbitration or court action against a contractor.</p>	<p>Civil penalty of up to \$5,000 for several violations.</p>	<p>ORS 701.330 (2007) OAR 812-001-0200 OAR 812-012-0130</p>
Information Notice to Owner about Construction Liens	<p>On or before the date the contract is entered into when the contract exceeds \$2,000.</p> <p>Written contracts are required if the contract price is more than \$2,000. If the contract is less than \$2,000, but goes over, a written contract and notice must be given.</p> <ul style="list-style-type: none"> • Mail or deliver no later than five working days after knowing the price exceeded \$2,000. • May deliver in person, by registered or certified mail, or first class with a certificate of mailing. 	<p>Contractors must maintain proof of delivery for two years after the contract was entered into. Proof shall include but is not limited to:</p> <ul style="list-style-type: none"> • Signed copy of notice; • Phrase in the contract, acknowledging receipt and is initialed by the owner; or • Copies of the contract if notice is fully contained in the contract. 	<ul style="list-style-type: none"> • Explains the construction lien law. • Includes steps homeowners can take to protect their property from a construction lien and "pay twice" situations. • Protect contractor's lien rights. 	<ul style="list-style-type: none"> • Civil penalty of up to \$5,000. • Contractor can lose lien rights. • License may be suspended. 	<p>ORS 701.992(1) ORS 87.093 OAR 812-001-0200 OAR 812-012-0130 ORS 701.992(1)</p>