

# Home Energy Loan Program

## HOW TO CHOOSE A CONTRACTOR

Here are some tips for selecting a contractor, tradesperson or renovator:

### 1. Find trustworthy professionals.

- Collect recommendations from someone you know and trust.
- Consider using the program's **pre-vetted contractor list** on the [Home Energy Loan Program \(HELP\)](#) webpage. Businesses on this list have provided the City with proof of the following:
  - ▶ Registered corporation in Saskatchewan.
  - ▶ Workers Compensation Board compliance.
  - ▶ General liability insurance of at least \$2M.
  - ▶ That they watched a webinar about the program details.
  - ▶ Registration with a third-party warranty organization.
  - ▶ Safety training.
  - ▶ GST Registration Number.

*The City is not responsible for the quality of work contractors perform, even if they are on the pre-vetted list.*

### 2. Collect at least three quotes for each project you are hiring a contractor for.

This allows you to compare pricing as it may vary from different businesses.

### 3. Check references and qualifications.

- Ask for references and check them or read reviews on google, Facebook, the Better Business Bureau, [trustedsaskatoon.com](#) and other places.
- Verify contractor qualifications. If you don't select a contractor from the pre-vetted list, then it is your responsibility to ask for proof of GST numbers, liability insurance, safety training, and warranty information.
- Check if they have additional designations that may be beneficial to your project, such as the [Certified Professional Renomark® Renovator \(CPRR\)](#) designation through the [Saskatoon and Region Home Builders Association](#). The CPRR designation means these certified renovators have met the highest industry standards by completing mandatory education and safety training, and offering third-party warranty protection.

### 4. Hire the contractor of your choice and sign a contract.

- Before you sign the contract:
  - ▶ Read the contract carefully and understand what it says.
  - ▶ Make sure that the contract describes exactly what you want and what you have been promised.
- Ensure the contractor understands the City will only pay a 30% upfront deposit for materials. The remaining amount will be paid directly to them at the end of your project. The City may make installment payments for work that's completed and involves multiple home upgrades using different trades or contractors.