

2020 Update: During Shelter In Place we are focusing primarily on exterior work. Please contact the office for any updates at (510) 644-8979

Scope Of Work



Address

Project ID

Home Owner

Home Owner Phone

House Captain

HC Phone

First Mate

FM Phone

PLEASE KEEP SCOPE OF WORK TO TASKS THAT CAN BE ACCOMPLISHED ON ONE PREP DAY AND ONE WORK DAY.

	Task	Y/N?	Comments	Initials	
				HC	Home owner
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

Site photographs:		in file		on disc		Date:	
Home Owner Signature:						Date:	
House Captain Signature:						Date:	
RTEBN Staff Signature:						Date:	

Please feel free to print this out and take a photo or scan it if you do not wish to electronically sign