

Flooring Installation Contract Template

FLOORING INSTALLATION CONTRACT — TEMPLATE

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How to use this template

Replace everything in [SQUARE BRACKETS] with the details of your job. Delete any clause that does not apply to how you work, and add the ones your business needs.

This is a general-purpose starting point, not legal advice. Contract law and the rules for home-improvement contracts vary by state, province and country — many places require specific notices, licence numbers, or cancellation-rights wording on residential jobs. Have a lawyer licensed where you work review this before you use it with customers.

1. PARTIES

This Agreement is made on [AGREEMENT DATE] between:

Contractor: [COMPANY LEGAL NAME]

[ADDRESS]

[PHONE] · [EMAIL]

[CONTRACTOR LICENCE NUMBER, IF REQUIRED WHERE YOU WORK]

Customer: [CUSTOMER NAME]

[BILLING ADDRESS]

[PHONE] · [EMAIL]

Job site: [JOB SITE ADDRESS, IF DIFFERENT FROM BILLING ADDRESS]

2. SCOPE OF WORK

The Contractor will supply and install flooring at the job site as described below and in the attached estimate [ESTIMATE NUMBER] dated [ESTIMATE DATE], which forms part of this Agreement.

Areas / rooms: [ROOM LIST]

Total area: [MEASURED AREA] sq ft

Ordered quantity: [ORDERED QUANTITY] sq ft (includes [WASTE %] waste allowance)

Laying pattern: [PATTERN — e.g. straight plank, herringbone, chevron]

Work included:

- ☐ Removal and disposal of existing floor covering
- ☐ Subfloor preparation as described in section 6
- ☐ Supply of materials listed in section 3
- ☐ Installation, including cuts, transitions and thresholds
- ☐ Supply and fit of trim / skirting / shoe moulding
- ☐ Final clean of the work area

Work NOT included (unless added by written change order):

- ☐ Moving furniture or appliances
- ☐ Removal of asbestos, mould, or other hazardous material
- ☐ Structural repair to the subfloor
- ☐ Painting, decorating, or plumbing disconnection and reconnection
- ☐ [ANY OTHER EXCLUSION]

3. MATERIALS

Product: [MANUFACTURER AND PRODUCT NAME]

Colour / SKU: [COLOUR / SKU]

Grade: [GRADE]

Underlay: [UNDERLAY, IF ANY]

Adhesive /

fasteners: [ADHESIVE OR FASTENING METHOD]

Material is ordered to the quantity in section 2, which includes a waste allowance for cuts and offcuts. Leftover material remains the property of the [CONTRACTOR / CUSTOMER — choose one].

Natural variation in colour, grain and shade is inherent in wood and other natural products and is not a defect. Where the Customer has approved a sample, the sample shows representative range rather than an exact match for every board.

4. PRICE

Materials: \$[MATERIALS TOTAL]

Labour: \$[LABOUR TOTAL]

Preparation / removal: \$[PREP TOTAL]

Other: \$[OTHER]

Subtotal: \$[SUBTOTAL]

Tax ([RATE]%): \$[TAX]

CONTRACT PRICE: \$[CONTRACT PRICE]

The Contract Price is based on the measurements and site conditions known at the date of this Agreement.

5. PAYMENT SCHEDULE

Deposit on signing: \$[DEPOSIT] ([DEPOSIT %]%)

On delivery of materials: \$[SECOND PAYMENT]

On substantial completion: \$[BALANCE]

Payment is due within [PAYMENT TERMS] days of each invoice. Amounts unpaid after that may carry interest at [INTEREST RATE]% per month, to the extent the law where the work is performed allows it.

Some jurisdictions cap the deposit a contractor may take on a residential job. Check the limit that applies to you before using this clause.

6. SUBFLOOR AND SITE CONDITIONS

The Customer will give the Contractor clear access to the work area on the agreed dates, and will provide power, lighting and water.

The price assumes the subfloor is structurally sound, dry, level to within [FLATNESS TOLERANCE — e.g. 3/16" over 10 feet], and within the moisture range the flooring manufacturer specifies. The Contractor will test moisture where the manufacturer requires it.

If, once the existing floor is lifted, the subfloor needs repair, levelling or moisture remediation beyond what is described in section 2, the Contractor will stop, tell the Customer, and price the additional work as a change order. No additional work will begin without the Customer's written approval.

Material will be acclimatised on site for [ACCLIMATISATION PERIOD] before installation where the manufacturer requires it. The Customer will keep the site

within the temperature and humidity range the manufacturer specifies, before, during and after installation.

7. SCHEDULE

Expected start: [START DATE]

Expected completion: [COMPLETION DATE]

These dates are estimates. The Contractor will tell the Customer promptly of any delay caused by material lead times, weather, site access, subfloor conditions discovered after lifting, or other causes outside the Contractor's control, and the dates will be adjusted by the length of the delay.

8. CHANGE ORDERS

Any change to the scope, materials, or price must be recorded in writing and signed by both parties before the changed work begins. Each change order states the change, the price adjustment, and any effect on the schedule.

9. WARRANTY

The Contractor warrants its workmanship against defects for [WORKMANSHIP WARRANTY PERIOD] from substantial completion. The Contractor will re-perform defective work at no charge to the Customer during that period.

Materials carry the manufacturer's warranty only, and the Contractor passes that warranty through to the Customer. The Contractor is not the manufacturer's warrantor.

This warranty does not cover: normal wear; indentation, scratching or denting from use; damage from water, flooding, or plumbing failure; damage from humidity kept outside the manufacturer's specified range; damage from pets, castors, or furniture moved without protection; alteration or repair by anyone other than the Contractor; or seasonal gapping and movement within the manufacturer's tolerance.

Nothing in this section limits any warranty or statutory right the Customer has that cannot be excluded by law.

10. INSURANCE AND LICENSING

The Contractor carries general liability insurance of \$[LIABILITY COVERAGE] and workers' compensation coverage as required where the work is performed. Proof of coverage is available to the Customer on request.

11. LIEN NOTICE

[MANY JURISDICTIONS REQUIRE A SPECIFIC MECHANIC'S-LIEN OR CONSTRUCTION-LIEN NOTICE, IN SET WORDING AND SOMETIMES IN A SET TYPE SIZE. INSERT THE NOTICE REQUIRED WHERE YOU WORK, OR DELETE THIS SECTION IF NONE APPLIES.]

12. CANCELLATION

[MANY JURISDICTIONS GIVE A RESIDENTIAL CUSTOMER A RIGHT TO CANCEL WITHIN A SET NUMBER OF DAYS OF SIGNING, AND REQUIRE THAT RIGHT TO BE STATED IN THE CONTRACT. INSERT THE WORDING REQUIRED WHERE YOU WORK.]

If the Customer cancels outside any statutory cancellation period, the Customer remains responsible for materials already ordered or cut to size and for work already performed, charged at the rates in section 4.

If the Contractor cannot complete the work, the Contractor will refund any amount paid for work not performed and materials not delivered.

13. SUBSTANTIAL COMPLETION AND ACCEPTANCE

The work is substantially complete when the flooring is installed and usable for its intended purpose. The parties will walk the job together within [INSPECTION PERIOD] of that date and record any outstanding items in a written punch list. The Contractor will complete punch-list items within [PUNCH LIST PERIOD].

14. DISPUTE RESOLUTION

The parties will first try in good faith to resolve any dispute by direct discussion. If that fails, the dispute will be resolved by [MEDIATION / ARBITRATION / THE COURTS] in [JURISDICTION], under the laws of [GOVERNING LAW].

15. ENTIRE AGREEMENT

This Agreement, together with the attached estimate and any signed change orders, is the entire agreement between the parties and replaces any earlier discussion or quotation. It may be amended only in writing, signed by both parties. If any clause is found unenforceable, the rest stays in force.

SIGNATURES

Contractor

Customer

Signature

Signature

Print name

Print name

Title

Date

Date

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General information, not legal advice. Have a lawyer licensed where you work review this before using it with customers.