



# Notice of Procedure

## Regarding Residential Construction Arbitrations and Lawsuits

(ORS 701.330)

Oregon law contains important requirements that homeowners must follow before starting an arbitration or court action against any contractor, subcontractor, or supplier (materials or equipment) for construction defects.

**Before you start an arbitration or court action, you must do the following:**

1. Deliver a written notice of any conditions that you believe are defective to the contractor, subcontractor, or supplier that you believe is responsible for the alleged defect.
2. Allow the contractor, subcontractor, supplier, or its agent, to visually inspect the possible defects and also allow the contractor, subcontractor, or supplier to do reasonable testing.
3. Provide the contractor, subcontractor, supplier, or its agent, the opportunity to make an offer to repair or pay for the defects. You are not obligated to accept any offer made.

There are strict procedures and deadlines that must be followed under Oregon law. Failure to follow those procedures or meet those deadlines will affect your right to start an arbitration or court action.

**You should contact an attorney** for information on the procedures and deadlines required under Oregon law.

**Your contractor is supplying this notice to you as required by Oregon law.**

CONTRACTOR: CCB#: \_\_\_\_\_

HOMEOWNER: \_\_\_\_\_

\_\_\_\_\_  
Print Contractor Name (as it appears on contract)

\_\_\_\_\_  
Print Homeowner Name (as it appears on contract)

\_\_\_\_\_  
Signature of Authorized Representative      Date

\_\_\_\_\_  
Signature      Date