



SWEETEN

RENOVATION CHECKLIST

Sweeten is a free renovation service matching you with the best general contractors for your job, providing support until the job is done. Here, we share our prep checklist and expert tips!

PRE-RENOVATION

1. SET YOUR GOALS AND BUDGET

- Write one paragraph about what is motivating your renovation. Identify the problems you want to solve, including a clear goal. Describe your feelings when you know your renovation is successful. For example:

Emotional motivation

"My current kitchen makes me feel like I'm still a renter. I want to walk in and feel grown-up."

Technical motivation

"The kitchen is small, falling apart and really hard to cook in."

What does success feel like?

"My idea of success is a beautiful, organized kitchen with olive oil, knives, a cutting board and salt and pepper at my fingertips at all times; room for pots (not in the oven), trash & recycling (not in the hallway). Ideally with plants!"

2. IDENTIFY YOUR MUST-HAVES

- Make a full wish list, separating tasks, from the floor to the ceiling. Identify "must-haves" and start to fill in details on materials. See an example of a wish list worksheet below. Email us at team@sweeten.com for a full version of this worksheet to use for your own renovation.

ROOM	TASK	MATERIALS	IS THIS A MUST-HAVE?	WHY?
<u>Kitchen</u>	<u>New countertop</u>	<u>Carrara marble</u>	Y N	<u>Love how marble feels</u>
<u>Kitchen</u>	<u>New faucet</u>	<u>pot filler</u>	Y N	<u>Love I can indulge the chef in me</u>

3. SELECT YOUR TEAM

- If you are moving walls, moving plumbing or gas lines or doing work on a landmark property, you'll need an architect.
- Find licensed contractor or design/build firm candidates at <https://sweeten.com/>
- Schedule site visits with your shortlist of the contractors you like best.
- Compare bids.
- Review bids and reduce price if necessary by letting go of items not on your must-have list.

5. PRACTICAL CONSIDERATIONS

- If you'll be living at home during the renovation, where will you cook, eat, shower and sleep?
- Minimize the mess: cover furniture and shelves; use plastic wrap to contain dust from entering the rest of the home.

4. TAKING CARE OF PAPERWORK

- Determine a communication plan with your contractor—mode and frequency—and include it in your contract.
- Review payment methods and schedule milestones tied to payments. Include these in your contract.
- Set a 10%-20% cushion in the budget for unknowns.
- Check your building's alteration agreement, if you live in an apartment, to see what the renovation "rules" are.
- Update your home insurance policy to adequately cover any damage not covered under a typical homeowners or condo policy.
- Get approvals and permits in place. The architect draws up plans for Department of Buildings approval. The contractor will pull work permits necessary for the execution of the project.
- Give your neighbors a friendly heads-up. See examples on the Sweeten blog.

DURING RENOVATION

1. GET READY FOR LOTS OF QUESTIONS

- Schedule and conduct calendar check-ins with your GC.
- Set aside dedicated time for the renovation—at least 5 hours/week while in construction—coordinating with your contractor to order fixtures, appliances and other materials. Be mindful of items with long leadtimes.
- Anticipate detailed questions from your contractor on such things as electrical outlet location, height of showerhead and lighting, which ways door should swing open, etc.

UNDERSTAND THERE MAY BE DELAYS!

Whether it's an issue with the building, a permit hold-up, or materials not arriving on time, delays are a reality. Be flexible with contingency plans and work with your contractor to understand the implications and get through the hurdles.

ALMOST THERE!

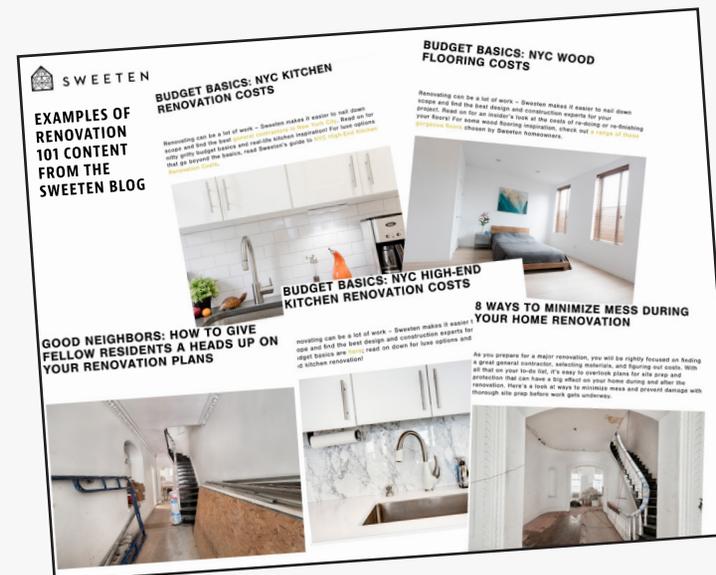
1. COMPILE YOUR PUNCLIST

- Do a final inspection and a walk-through with your contractor to make sure everything is done correctly.
- Finish and host a housewarming party to celebrate!

SWEETEN IS THERE EVERY STEP OF THE WAY, INCLUDING:

- Matching you with the best contractor or design/build firm choices
- Providing budget guidance to make sure your plans are realistic
- Offering in-depth process and cost guides, as well as sharing other homeowners' before & afters
- Helping you compare/evaluate estimates
- Progress check-ins and troubleshooting as needed

Our service is absolutely free to the renovator. Visit blog.sweeten.com for real-life renovation stories, dramatic before & afters, budget guides and more.



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Post your project on Sweeten.com. Reach out to us with any questions at **212-671-1713** or team@sweeten.com.