

TRADESPERSON WORK AGREEMENT (2026)

This pack contains:

1. Tradesperson Work Agreement
2. Quote Acceptance Template
3. Domestic Homeowner Terms & Conditions

Suitable for Irish trades and service businesses including:

- builders,
- electricians,
- plumbers,
- painters,
- carpenters,
- landscapers,
- maintenance contractors,
- and general property services.

1. TRADESPERSON WORK AGREEMENT

Work Agreement

Date: _____

Contractor Details

Business Name: _____

Contact Name: _____

Address: _____

Phone: _____

Email: _____

VAT Number (if applicable): _____

Client Details

Client Name: _____

Property Address: _____

Phone: _____

Email: _____

Scope of Works

The Contractor agrees to carry out the following works:

Project Dates

Estimated Start Date: _____

Estimated Completion Date: _____

Dates are estimates only and may change due to weather, material delays, supplier issues, hidden defects, access limitations, or circumstances outside the Contractor's control.

Price

Total Agreed Price: € _____

OR

☐ Estimate Only

☐ Fixed Price

☐ Hourly Rate € _____ per hour

Payment Schedule

☐ Deposit: € _____

☐ Stage Payments: _____

☐ Final Payment on Completion

☐ Weekly Billing

☐ Other: _____

Invoices are payable within:

☐ Immediately on receipt

☐ 7 days

☐ 14 days

Late payments may result in suspension of works.

Variations and Additional Work

Any additional work requested by the Client outside the agreed scope may result in additional charges.

Variations may be agreed verbally, by text, WhatsApp, or email, but should be confirmed in writing where possible.

Materials

- ☐ Materials supplied by Contractor
- ☐ Materials supplied by Client

The Contractor is not responsible for delays or defects relating to client-supplied materials.

Site Access

The Client agrees to provide:

- reasonable site access,
 - electricity and water where required,
 - a safe working environment.
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Insurance and Liability

The Contractor confirms they maintain appropriate public liability insurance where applicable.

The Contractor shall not be liable for:

- pre-existing defects,
 - hidden structural issues,
 - indirect or consequential losses,
 - delays outside reasonable control.
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Cancellation

Either party may cancel this agreement by written notice.

The Client remains responsible for:

- completed works,
 - ordered materials and labour already incurred.
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Acceptance

Contractor

Name: _____

Signature: _____

Date: _____

Client

Name: _____

Signature: _____

Date: _____

2. QUOTE ACCEPTANCE TEMPLATE

Quotation Acceptance

Contractor

Business Name: _____

Phone: _____

Email: _____

Client

Client Name: _____

Property Address: _____

Accepted Quote

Quote Number: _____

Quote Date: _____

Accepted Price: € _____

Scope of Work

Payment Terms

Deposit Required: € _____

Balance payable:

☐ On completion

☐ By stage payments

☐ Weekly

☐ Other: _____

Acceptance Statement

I/We confirm acceptance of the quotation and agree to the Contractor's Terms & Conditions.

Client Signature: _____

Date: _____

OR

☐ Acceptance by email

☐ Acceptance by text/WhatsApp

3. DOMESTIC HOMEOWNER TERMS & CONDITIONS (IRELAND 2026)

Terms & Conditions

1. Quotations

All quotations are valid for 30 days unless otherwise stated.

Quotations are based on visible site conditions at the time of inspection.

Additional charges may apply where hidden defects, unforeseen conditions, or extra client requests arise.

2. Deposits

Deposits may be required prior to commencement of works.

Deposits are used for scheduling, materials, labour allocation, and supplier commitments.

3. Payments

Invoices are payable within the agreed payment period.

Failure to make payment may result in:

- suspension of works,
- delayed completion,
- debt recovery proceedings,
- recovery of legal costs where permitted.

Ownership of supplied materials may remain with the Contractor until payment is received in full.

4. Variations

Any change requested by the Client after works commence may affect:

- pricing,
- timelines,
- completion dates.

Additional work may be charged separately.

5. Delays

The Contractor shall not be responsible for delays caused by:

- weather,
 - supplier shortages,
 - utility outages,
 - hidden defects,
 - third-party contractors,
 - illness,
 - or events beyond reasonable control.
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6. Access and Safety

The Client must provide safe and reasonable access to the property.

Children and pets should be kept away from active work areas.

The Contractor may stop works where safety concerns arise.

7. Waste and Cleaning

Unless specifically included in writing:

- deep cleaning,
- specialist waste removal,
- skip hire,
- or disposal charges

may not be included in the quotation.

Basic site tidying during works is included where practical.

8. Existing Conditions

The Contractor is not responsible for:

- hidden pipework,
 - concealed wiring,
 - asbestos,
 - damp,
 - structural defects,
 - or pre-existing damage not reasonably identifiable before work begins.
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9. Guarantees and Warranty

Workmanship is guaranteed for:

_____ months / years

subject to:

- normal use,
- proper maintenance,
- and full payment.

This warranty excludes:

- accidental damage,
- misuse,
- wear and tear,
- third-party interference.

Manufacturer warranties remain subject to manufacturer terms.

10. Photography

The Contractor may take photographs of works for:

- records,
- quotations,
- insurance,
- or portfolio purposes.

No personal identifying information will be published without consent.

11. Data Protection

Client information shall be handled in accordance with Irish data protection law and GDPR.

Contact details may be retained for:

- invoicing,
 - project administration,
 - legal compliance.
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12. Disputes

Both parties agree to attempt to resolve disputes informally before legal proceedings.

Irish law applies to these Terms & Conditions.

13. Acceptance

Acceptance of a quotation, booking, deposit payment, or commencement of works constitutes acceptance of these Terms & Conditions.

Recommended Practical Setup for Irish Trades (2026)

For smaller domestic jobs: 1. Send quotation PDF

2. Attach Terms & Conditions

3. Client replies “Accepted” by email/text

4. Deposit invoice issued

5. Work Agreement only used for larger projects

For larger jobs (€5k+):

- Use all three documents together.

For very small jobs:

- Quote + T&Cs is usually sufficient.