

## What is the Charlotte-DeSoto Building Industry Association?

The Charlotte-DeSoto Building Industry Association is a non-profit trade association comprised of nearly 800 professionals who work in the building industry or related services in Charlotte and DeSoto Counties.

C-D BIA is also affiliated with the Florida Home Builders Association and the National Association of Home Builders.

All individual members of C-D BIA are also members of FHBA and the NAHB.



## Why is using a member of the C-D BIA so important for consumers?

Upon application to C-D BIA, a person must demonstrate evidence of appropriate current licensing as a contractor, which assures that they meet state and local requirements for competency and financial responsibility, including appropriate insurance.

Service companies and suppliers who are not contractors must provide a current occupational license (which is a permit to do business in the jurisdiction they serve, not a professional license).

Members agree to abide by a Code of Ethics and are subject to disciplinary action by their Association. The Code states, in part:

***Our paramount responsibility is to the customers we serve and the communities where we work.***

## Some Important Tips on Choosing a Contractor

Determine your budget ahead of time and calculate how much to spend on the project.

Seek referrals from friends, family, neighbors, co-workers, and others who have had similar work done.

Contact the Charlotte-DeSoto Building Industry Association at (941) 625-0804 or [info@cdbia.com](mailto:info@cdbia.com) for a roster of the C-D BIA Remodelers™ Council.

Check with your local or state office of consumer protection, licensing offices, and the Better Business Bureau at [www.bbb.org](http://www.bbb.org).

Verify that the contractor has the appropriate license to perform the required services in your area.

Look for professional designations such as CAPS, Certified Graduate Remodeler (CGR), or Graduate Master Builder (GMB).

Ask your professional remodeler for a written estimate of the work to be done based on a set of plans and specifications. Be prepared to pay for this package.

Select a professional remodeler with plenty of experience with your type of project.

Remember, lowest price does not ensure a successful remodeling project.

## Certified Aging-in-Place Specialist (CAPS)

This special designation is the result of the work of the National Association of Home Builders Remodelers Council — in conjunction with the NAHB Research Center, 50+ Housing Council and the American Association of Retired Persons (AARP).

A Certified Aging-in-Place Specialist (CAPS) has been trained in:

- The unique needs of the older adult population
- Aging-in-place home modifications
- Common remodeling projects
- Solutions to common barriers

Each CAPS professional draws from a different knowledge base and will approach your project in a different way.

No matter where you start in the process, you will eventually need to hire a professional remodeler to actually make the modifications to your home.

## Certified Graduate Remodeler™ (CGR)

This is an exclusive professional designation designed to emphasize business management skills as the key to a professional remodeling operation.

**Important  
Telephone Numbers  
and  
Web Sites  
for  
Consumers**

**Charlotte-DeSoto  
Building Industry Association**

(941) 625-0804  
www.cdbia.com

**Charlotte County  
Construction Services  
Department**

(License Verification)  
(941) 743-1247  
www.charlottecountyfl.com

**DeSoto County  
Building Department**

(863) 993-4811

**City of Punta Gorda**

(941) 575-3324

**Department of Business  
and Professional Regulation  
(DBPR)**

Customer Contact Center  
(850) 487-1395.

Customer Contact Center  
hours of operation:  
Monday - Friday, 8 a.m. to 6 p.m.  
Saturday 10 a.m. to 2 p.m.

**Web Site:**

www.myfloridalicense.com

**How Can Consumers  
Better Protect Themselves?**

Check to see if the Builder, Contractor or supplier participates in the Charlotte-DeSoto Building Industry Association.

Check with the Building Department or the Department of Business & Professional Regulation to verify licensing status and disposition of any disciplinary actions.

Make sure that all agreements, including change orders, are in writing and signed and dated.

Maintain a reasonable advance draw schedule so that funds paid to the contractor are equal to the work and materials at every stage.

Retain a balance sufficient to complete the job if necessary with another contractor.

Obtain a list of subcontractors and ask for copies of their lien releases as they are paid for the work that they have completed.

**Guide  
to  
Selecting  
Your  
Builder  
or  
Remodelor™**



**Charlotte-DeSoto  
Building  
Industry  
Association**

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