



## INSTRUCTIONS — NOT PART OF THE AGREEMENT

**Before You Begin:** This template helps you understand what a strong Wyoming contractor agreement looks like. It is an educational starting point provided by jaspector.com — not a finished contract, and not legal advice. Wyoming does not operate a statewide contractor licensing program; licensing and registration requirements are set by individual cities and counties. Wyoming is a monopolistic workers' compensation state — all construction employers with employees must obtain coverage exclusively through the Wyoming Workers' Safety and Compensation Division (WSD). Have this document reviewed by a Wyoming-licensed attorney before use. Use of this template does not create an attorney-client relationship, and jaspector.com assumes no liability for any outcomes arising from its use.

## How to Use This Template

---

1. **Verify local licensing.** Wyoming has no statewide contractor licensing board. Before signing, contact your local city or county government to confirm what licenses, registrations, or permits are required for your project type and verify the contractor holds all applicable local credentials.
2. **Download and print this document.** Fill in all blank fields — do not leave any section empty. Courts have difficulty enforcing contracts with significant blank spaces.
3. **Review each Wyoming note.** The notes in this template explain state-specific legal considerations, including the Home Solicitation Sales Act cancellation right, mechanics' lien rules, and the monopolistic workers' compensation requirement. Read them carefully.
4. **Both parties sign.** You and the contractor each receive a signed copy before any work starts or any money changes hands.
5. **Consult an attorney.** This template is a starting point. For large projects or complex scopes, have a Wyoming-licensed attorney review the agreement before signing.

## Field-by-Field Guide

---

- › **Section 1 (Parties):** Record the contractor's full legal entity name, the local license or registration number, and which city or county issued it. Wyoming has no statewide board — confirm local requirements with your municipality before signing.
- › **Section 2 (Scope):** Be specific. "Kitchen remodel" is not enough — list materials, dimensions, finishes, and what is explicitly excluded. Vague scope is the leading cause of contractor disputes.
- › **Section 3 (Payment):** Wyoming has no statutory deposit cap for residential contracts. Industry best practice is to limit the initial down payment to no more than one-third (1/3) of the total contract price. Tie every payment to a completed work milestone — not a calendar date.

- › **Section 4 (Timeline):** Get estimated start and completion dates in writing. Fill in the delay credit provisions — these create accountability if the contractor falls behind without a valid excuse.
- › **Section 7 (Warranties):** Fill in the warranty period before signing. One year is a common baseline; negotiate longer coverage on major structural or mechanical work.
- › **Section 9.3 (Cancellation):** If the contractor approached you at your home or negotiated outside their regular place of business, Wyoming's Home Solicitation Sales Act (W.S. 40-12-201 et seq.) gives you three business days to cancel without penalty. The contractor must provide a written Notice of Cancellation form at signing.
- › **Section 11 (Mechanics' Liens):** Wyoming's lien deadline is 150 days from the last date labor was performed or materials were furnished (W.S. 29-2-101 et seq.). Subcontractors without a direct contract with you must give written notice within 30 days of first furnishing labor or materials to preserve full lien rights. Collect lien waivers with every payment.
- › **Section 14 (Exhibits):** Attach plans, specs, and the contractor's local license printout. Check each box to confirm what is included.

## Wyoming Legal Notes

---

### Section 1 — No Statewide Contractor Licensing

Wyoming is one of the few states without a statewide contractor licensing program. Licensing, registration, bonding, and permit requirements are determined entirely at the local level by cities, counties, and municipalities. The City of Cheyenne, the City of Casper, Laramie County, and other jurisdictions each have their own requirements. Before hiring any contractor, call your local building department or licensing office to confirm exactly what credentials are required for your project. A contractor licensed in one Wyoming city may not be licensed in another.

### Section 3 — No Statutory Deposit Cap

Wyoming does not impose a statutory limit on contractor down payments for residential home improvement work. The one-third guideline in this template is a best-practice recommendation, not a legal requirement. Paying a large deposit upfront — especially to an unverified contractor — is a known risk factor in contractor fraud cases. Never pay the full contract price before work begins.

### Section 9.3 — Home Solicitation Sales Act (W.S. 40-12-201 et seq.)

Wyoming's Home Solicitation Sales Act applies to sales of goods or services where the seller solicits the sale at the buyer's residence or at a location other than the seller's regular place of business. If a contractor knocks on your door, meets you at your home to discuss the project, or negotiates the agreement anywhere other than their established business location, the three-business-day cancellation right applies. The contractor must give you a written Notice of Cancellation form at the time of signing. To cancel, sign and deliver that form — or send written notice — to the contractor's address before midnight on the third business day after signing. Failure by the contractor to provide the required notice extends your right to cancel.

## **Section 11 — Mechanics' Lien (W.S. 29-2-101 et seq.)**

Wyoming's mechanics' lien statute allows contractors, subcontractors, laborers, and material suppliers who are not paid to file a lien against your property. The lien must be filed in the district court of the county where the property is located within **150 days** after the last date labor was performed or materials were furnished (W.S. 29-2-109). Subcontractors and material suppliers who do not have a direct contract with you must provide written notice to the property owner within **30 days** of first furnishing labor or materials in order to preserve their full lien rights. If you receive such a notice, keep it on file and confirm with the Contractor that those parties are being paid. The most reliable protection is to obtain signed lien waivers from every contractor, subcontractor, and supplier with each payment and at project completion.

## **Section 12 — WSD Workers' Compensation (W.S. 27-14-101 et seq.)**

Wyoming is a monopolistic workers' compensation state. All construction employers with employees must obtain coverage exclusively through the Wyoming Workers' Safety and Compensation Division (WSD) — private workers' compensation insurance is not available in Wyoming. If a worker is injured on your property and the contractor does not have valid WSD coverage, the homeowner may face significant liability. Always verify WSD account status before work begins at [wyomingworkforce.org/workers/wsd/](http://wyomingworkforce.org/workers/wsd/). Sole proprietors and partners without employees may be exempt, but you should verify this directly with WSD.

## **About Jaspector**

---

[jaspector.com](http://jaspector.com) is an AI-powered property advisory service that helps homeowners navigate construction projects, verify contractors, and resolve disputes. If a problem arises during your project — a contractor goes silent, work falls short, or a payment dispute escalates — [jaspector.com](http://jaspector.com) can help you document the issue and build a resolution strategy.

Learn more at [jaspector.com](http://jaspector.com) or email [hi@jaspector.com](mailto:hi@jaspector.com) to get started.

---

The instructions above are provided by [jaspector.com](http://jaspector.com) as an educational resource. They are not part of the agreement, do not constitute legal advice, and do not create an attorney-client relationship or any endorsement relationship between [jaspector.com](http://jaspector.com) and any contractor or homeowner.

# WYOMING HOMEOWNER-CONTRACTOR AGREEMENT

---

Governing law: Wyoming Statutes — Title 29, Ch. 2 (Mechanics' Liens); Title 27, Ch. 14 (Workers' Safety and Compensation); Title 40, Ch. 12 (Home Solicitation Sales Act / Consumer Protection)

## 1. Parties

---

### Homeowner (Property Owner)

Name(s) \_\_\_\_\_

Property Address \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

### Contractor

Business Name (Legal Entity) \_\_\_\_\_

Local License / Registration Number \_\_\_\_\_

Issuing Jurisdiction (City / County) \_\_\_\_\_

Business Address \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

WSD Workers' Compensation Account # \_\_\_\_\_

General Liability Policy # \_\_\_\_\_

## 2. Scope of Work

---

### 2.1 Project Description

*Describe the work in specific, measurable detail. Include materials, methods, dimensions, and reference any plans, drawings, or specifications attached as exhibits.*

---

---

---

---

---

---

---

---

---

## 2.2 Work NOT Included

*Explicitly list work that is excluded from this contract to prevent scope disputes.*

---

---

---

## 2.3 Permits and Inspections

- Contractor is responsible for obtaining all required building permits
- Contractor is responsible for scheduling all required inspections
- Permit costs are:  Included in contract price /  Billed separately at cost

## 2.4 Plans and Specifications

- Attached as Exhibit A (architectural / engineering plans)
- Attached as Exhibit B (material specifications)
- No formal plans — scope defined by Section 2.1 above

## 3. Contract Price and Payment Schedule

---

### 3.1 Total Contract Price

Item	Amount
Total Contract Price	\$ _____
Sales Tax (if applicable)	\$ _____
Permit Fees (if billed separately)	\$ _____
<b>Total Amount Due</b>	<b>\$ _____</b>

### 3.2 Payment Schedule

Payment	Amount	Trigger (Work Milestone)
Down Payment	\$ _____	Upon signing (recommended max: 1/3 of total)
Progress Payment 1	\$ _____	_____
Progress Payment 2	\$ _____	_____
Progress Payment 3	\$ _____	_____
Final Payment	\$ _____	Completion and final inspection

---

Payment	Amount	Trigger (Work Milestone)
<b>Total</b>	\$ _____	

### 3.3 Payment Terms

- Payments are due within \_\_\_\_\_ days of written invoice
- Acceptable payment methods: \_\_\_\_\_
- No payment shall be due for work not yet performed or materials not yet delivered to the job site
- Final payment is due only after: (a) all work is complete, (b) final inspection is passed (if applicable), and (c) Homeowner has had reasonable opportunity to inspect

## 4. Project Timeline

Milestone	Date
Estimated Start Date	_____
Estimated Completion Date	_____

### 4.1 Delays

- Contractor shall notify Homeowner in writing within **48 hours** of any event that may delay the project
- Excusable delays include: weather, permit delays, material shortages, acts of God, government orders
- Non-excusable delays exceeding \_\_\_\_\_ business days entitle Homeowner to a daily credit of \$\_\_\_\_\_ (liquidated damages), not to exceed \_\_\_\_\_% of the total contract price
- If the project is not substantially complete within \_\_\_\_\_ days of the estimated completion date (excluding excusable delays), Homeowner may terminate this contract under Section 9

## 5. Change Orders

Any changes to the scope, price, or timeline of this contract must be documented in a written Change Order signed by both parties before the changed work begins.

Each Change Order shall include:

1. Description of the changed work
2. Addition to or deduction from the contract price
3. Impact on the project timeline
4. Signature of both Homeowner and Contractor

**No verbal agreements will modify this contract.**

## 6. Materials and Workmanship

---

### 6.1 Materials

- All materials shall be new unless otherwise specified in writing
- Specific materials, brands, and grades are listed in: [ ] Section 2.1 / [ ] Exhibit B
- Substitutions require prior written approval from Homeowner
- Contractor warrants that all materials comply with applicable building codes

### 6.2 Workmanship Standards

- All work shall be performed in a professional, workmanlike manner
- All work shall comply with applicable Wyoming building codes and local ordinances
- All work shall conform to the plans, specifications, and scope described in this contract
- Contractor shall maintain a clean and safe job site

### 6.3 Subcontractors

- Contractor [ ] will / [ ] will not use subcontractors
- If subcontractors are used, Contractor remains fully responsible for their work, licensing, and insurance
- All subcontractors must hold any required local licenses or registrations for the jurisdiction where the work is performed
- Homeowner may request local license numbers and WSD workers' compensation account numbers for any subcontractor working on the project

## 7. Warranties

---

### 7.1 Contractor Warranty

Contractor warrants all labor and workmanship for a period of \_\_\_\_\_ year(s) from the date of completion. During this period, Contractor shall repair or correct, at Contractor's expense, any defects in workmanship or materials furnished by Contractor.

### 7.2 Manufacturer Warranties

Contractor shall provide Homeowner with all manufacturer warranties for materials and equipment installed. Contractor shall ensure installations comply with manufacturer specifications to preserve warranty coverage.

### 7.3 Warranty Exclusions

This warranty does not cover:

- Normal wear and tear
- Damage caused by Homeowner negligence or misuse
- Damage caused by third parties or acts of God
- Items specifically excluded in writing

## 8. Insurance and Bonding

---

### 8.1 Contractor Insurance Requirements

Contractor shall maintain, at minimum, the following coverage for the duration of the project:

Coverage	Minimum Amount
General Liability	\$ _____
WSD Workers' Compensation	Required — Wyoming state fund (WSD). Private policies are not permitted.
Automobile Liability (if applicable)	\$ _____

- Contractor shall provide certificates of insurance and WSD coverage confirmation upon request
- Homeowner shall be named as additional insured on the general liability policy

### 8.2 Local Bonding Requirements

Wyoming has no statewide contractor bonding requirement. Many Wyoming municipalities and counties require contractors to post a surety bond as a condition of local licensing. Homeowner has confirmed with the local city or county whether a bond is required for this project:  Yes /  No /  Confirmed not required by jurisdiction.

## 9. Termination

---

### 9.1 Homeowner's Right to Terminate

Homeowner may terminate this contract at any time by providing written notice to Contractor. Upon termination:

- Homeowner shall pay for all work satisfactorily completed and materials delivered to the job site as of the termination date
- Contractor shall provide an itemized accounting of all work completed and materials delivered within **10 business days** of termination
- Contractor shall not charge a cancellation penalty exceeding the actual costs reasonably incurred

### 9.2 Contractor's Right to Terminate

Contractor may terminate this contract if:

- Homeowner fails to make a payment due under this contract within \_\_\_\_\_ days of written notice of default
- Conditions at the job site make the work unsafe or illegal to continue

### 9.3 Three-Day Right to Cancel (Home Solicitation Sales Act, W.S. 40-12-201 et seq.)

If this contract was solicited and agreed to at the Homeowner's residence or at a location other than the Contractor's regular place of business, the Homeowner has the right to cancel this contract until midnight of the **third business day** after the date of signing, without penalty or obligation. The Contractor must provide a written Notice of Cancellation at the time of signing. To cancel, the Homeowner must deliver written notice of cancellation to the Contractor's address stated in this contract before midnight of the third business day. Upon valid cancellation, the Contractor must refund all payments within **10 business days** and retrieve any materials from the property. Failure by the Contractor to provide the required Notice of Cancellation at the time of signing extends the cancellation period until the notice is properly given.

## 10. Dispute Resolution

---

### 10.1 Informal Resolution

The parties agree to attempt informal resolution of any dispute by written notice describing the issue. The other party shall respond in writing within **15 business days**.

### 10.2 Mediation

If informal resolution fails, the parties agree to submit the dispute to non-binding mediation before a mutually agreed mediator. Mediation costs shall be shared equally.

### 10.3 Attorney General and Local Complaints

Consumer protection complaints may be filed with the Wyoming Attorney General's Consumer Protection Unit at [ag.wyo.gov/consumer-protection](http://ag.wyo.gov/consumer-protection). For licensing or permit violations, contact the relevant city or county licensing authority. Filing a complaint does not prevent the homeowner from pursuing legal remedies.

### 10.4 Legal Action

If mediation fails, either party may pursue legal action in the district court of the county where the property is located. The prevailing party shall be entitled to recover reasonable attorney's fees and costs where authorized by law. Wyoming Circuit Court (small claims) handles claims up to \$6,000 (W.S. 5-9-135).

## 11. Mechanics' Lien Notice

---

Wyoming law (W.S. 29-2-101 et seq.) allows contractors, subcontractors, laborers, and material suppliers to place a mechanics' lien on your property if they are not paid for work or materials furnished. The lien must be filed in the district court of the county where the property is located within **150 days** after the last date work was performed or materials were furnished. A recorded lien can affect your ability to sell or refinance your property.

### 11.1 Protecting Against Mechanics' Liens

- Request **lien waivers** from the Contractor and all known subcontractors and suppliers with each progress payment

- Request a **final unconditional lien waiver** from the Contractor and all known subcontractors and suppliers upon final payment
- Require Contractor to provide a list of all subcontractors and material suppliers at the start of the project
- Request proof that progress payments are being forwarded to subcontractors and suppliers

## 11.2 Preliminary Notice for Subcontractors and Suppliers

Under Wyoming law (W.S. 29-2-109), subcontractors and material suppliers who do not have a direct contract with the homeowner must provide written notice to the property owner within **30 days** of first furnishing labor or materials in order to preserve their full lien rights. If you receive such a notice, do not ignore it — it means that party is protecting their right to file a lien if they are not paid. Keep all such notices on file and confirm with the Contractor that those parties are being paid. Collecting signed lien waivers with every payment and at project completion remains the most reliable protection available.

## 12. Additional Wyoming Requirements

---

### 12.1 Wyoming Contractor Compliance Checklist

Wyoming has no statewide home improvement contract statute requiring specific contract language. To meet local licensing requirements and industry best practices, confirm this contract includes:

- Contractor's full legal name, business address, and applicable local license or registration number
- The issuing city or county of each local license held by the Contractor
- A description of the work to be performed
- Total contract price and payment schedule
- Estimated start and completion dates
- A Notice of Cancellation form if the contract was solicited at the Homeowner's residence
- No blank sections left unfilled at the time of signing

### 12.2 Local Licensing Statement

Contractor represents and warrants that, as of the date of this contract, Contractor holds all required local licenses, registrations, and permits issued by the applicable city or county in which the work will be performed, and that all such credentials are current and in good standing. Contractor agrees to maintain all required local licenses and permits throughout the duration of this project.

### 12.3 WSD Workers' Compensation Statement

Wyoming is a monopolistic workers' compensation state. All construction employers with employees must obtain coverage exclusively through the Wyoming Workers' Safety and Compensation Division (WSD) — private workers' compensation insurance is not available in Wyoming (W.S. 27-14-101 et seq.). Contractor represents that WSD coverage is in place for all employees and will remain in place throughout the project. Homeowner may verify WSD account status at [wyomingworkforce.org/workers/wsd/](http://wyomingworkforce.org/workers/wsd/).

## 13. General Provisions

---

### 13.1 Entire Agreement

This contract, including all exhibits and change orders, constitutes the entire agreement between the parties. No prior verbal or written representations shall be binding unless incorporated herein.

### 13.2 Severability

If any provision of this contract is found unenforceable, the remaining provisions shall continue in full force and effect.

### 13.3 Governing Law

This contract shall be governed by the laws of the State of Wyoming.

### 13.4 Notice

All notices under this contract shall be in writing and delivered to the addresses listed in Section 1, by personal delivery, certified mail, or email with confirmed receipt.

### 13.5 Assignment

Neither party may assign this contract without the prior written consent of the other party.

## 14. Exhibits and Attachments

---

- Exhibit A: Plans and Drawings
- Exhibit B: Material Specifications
- Exhibit C: Notice of Cancellation Form (if Home Solicitation Sales Act applies)
- Exhibit D: Contractor's Local License / Registration Printout
- Exhibit E: Certificates of Insurance and WSD Coverage Confirmation
- Additional: \_\_\_\_\_

## Signatures

---

By signing below, both parties acknowledge that they have read, understand, and agree to all terms of this contract.

### Homeowner

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Date \_\_\_\_\_

### Homeowner (if jointly owned)

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Date \_\_\_\_\_

### Contractor

Signature \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_

Local License # \_\_\_\_\_

Date \_\_\_\_\_

## Wyoming Homeowner Pre-Signing Checklist

---

- Contacted local city or county to confirm what contractor licenses or permits are required for this project
- Verified contractor holds all required local licenses and permits (issuing jurisdiction confirmed)
- WSD workers' compensation coverage confirmed at [wyomingworkforce.org/workers/wsd/](http://wyomingworkforce.org/workers/wsd/)
- Local bonding requirements confirmed with city or county (if applicable)
- General liability insurance certificate obtained and on file
- Down payment limited to no more than one-third (1/3) of total contract price (best practice)
- Notice of Cancellation form provided if contractor solicited at your home (W.S. 40-12-201 et seq.)
- All blank fields in this contract are filled in — no blank spaces
- Both parties have signed the contract before any work starts or money changes hands
- Received a fully signed copy of the complete contract
- Payment schedule tied to work milestones, not calendar dates
- Plans, specs, and material lists are attached or described in Section 2.1
- List of subcontractors and suppliers requested from Contractor
- Lien waiver process confirmed — waivers to be collected with each payment (150-day lien deadline; subcontractors must serve notice within 30 days)