## **Contractor Code of Conduct**

The Mountain Villas Association code of conduct for contractors is to establish the rules and regulations for conducting work at the Mountain Villas Community. Contractors must be aware of the facilities, the resources available to them, and an assurance we establish a mutual respect among the workers and our Community.

## General

- 1. All contractors must be licensed and insured. Proof of insurance must be on file in the Mountain Villas office.
- 2. Permitted working hours are between 8:00 am 6:00 pm.

## **Environment**

- 3. No cutting, sanding or staging permitted in the hallways.
- 4. When staging in the parking lot, please be mindful of owners, and their vehicles. Lot must be swept and checked for nails and screws before leaving for the day.
- 5. Contractors for owners must use the owner's electricity and water. Contractors for Mountain Villas must use 'common area' electricity and water.
- 6. Contractors for owners are not permitted to use the Mountain Villas Dumpsters. All 'tear out', scrap material and fixtures must be removed from the property.
- 7. No dumping materials on Mountain Villas property, over banks, in woods, etc.
- 8. Contractors are not permitted to use other community's dumpster.
- 9. Any roll off dumpster must be approved in advance. As well as the placement of the dumpster.
- 10. Work trucks and trailers are not permitted in front of any buildings overnight. A work truck or trailer may be parked between Buildings 7 and 8 overnight.

## **Health and Safety**

- 11. Contractors for Mountain Villas must wear 'booties' when inside a condo or townhouse.
- 12. Upon completion of work at the end of the day, contractors must clean up the condo. Wipe dust and dirt created by work being done. Leave condo in good condition in the event the owner arrives.
- 13. Use drop clothes when appropriate.
- 14. No smoking inside unit or buildings.
- 15. No access to yards or behind buildings in any vehicle without office approval.
- 16. Any damage to grass or grounds must be repaired by contractor at their expense.
- 17. Any contractor is permitted to use the Mountain Villas restroom. Please enter through the 'employees only' door next to the office and do not walk through pool area.