

Fence Scope

Project Address _____

Project Information

Scope summary (1 to 2 sentence project description)

Example: full replacement of 6 ft wood privacy fence on rear and side yards with two gates, or repair of rotted posts in rear yard.

Project address

Approximate total linear footage

Occupancy status

- | | |
|--|---------------------------------|
| <input type="checkbox"/> Occupied | <input type="checkbox"/> Vacant |
| <input type="checkbox"/> Tenant occupied | <input type="checkbox"/> Other |

1.0 Project Overview

Type of project

- | | |
|---|---|
| <input type="checkbox"/> Repair (specific posts, panels, or boards) | <input type="checkbox"/> Partial replacement (some runs only) |
| <input type="checkbox"/> Full replacement | <input type="checkbox"/> New installation |
| <input type="checkbox"/> Gate only | <input type="checkbox"/> Other |

Fence runs included

- | | |
|--|---|
| <input type="checkbox"/> Rear yard | <input type="checkbox"/> Left side yard |
| <input type="checkbox"/> Right side yard | <input type="checkbox"/> Front returns |
| <input type="checkbox"/> Corner lot side (street-facing) | <input type="checkbox"/> Gate only |

Run lengths (e.g. rear 140 ft, left side 45 ft)

2.0 Material, Style, and Height

Material and style

- | | |
|---|--|
| <input type="checkbox"/> 6 ft wood privacy (board-on-board) | <input type="checkbox"/> 8 ft wood privacy |
| <input type="checkbox"/> Wood picket | <input type="checkbox"/> Vinyl privacy |
| <input type="checkbox"/> Vinyl picket | <input type="checkbox"/> Aluminum picket |
| <input type="checkbox"/> Chain link | <input type="checkbox"/> Composite privacy |
| <input type="checkbox"/> Owner-specified | |

Product, brand, or specific description if known

3.0 Post Setting and Demolition

Post setting method

- | | |
|--|---|
| <input type="checkbox"/> Concrete set (standard) | <input type="checkbox"/> Driven / pounded posts |
| <input type="checkbox"/> Surface-mount hardware (no digging) | <input type="checkbox"/> Contractor recommend |

Demolition and disposal

- | | |
|--|--|
| <input type="checkbox"/> Remove existing fence and haul away | <input type="checkbox"/> Owner to remove fence before contractor arrives |
| <input type="checkbox"/> No demolition — new fence only | |

Post depth and demolition notes

4.0 Gates and Hardware

Gates included

- | | |
|--|--|
| <input type="checkbox"/> Yes — standard latch and hinges | <input type="checkbox"/> Yes — self-closing with drop rod or cane bolt |
| <input type="checkbox"/> Yes — gate details in project description | <input type="checkbox"/> No gates |

Gate count, widths, and hardware notes

e.g. one 4 ft walk gate, one 10 ft double-drive gate with drop rod.

5.0 Property Line and Site Flags

Property line basis

- | | |
|---|--|
| <input type="checkbox"/> Owner-confirmed line — contractor builds on that basis | <input type="checkbox"/> Recent survey available — contractor follows stakes |
| <input type="checkbox"/> Build inside existing fence line — no survey needed | <input type="checkbox"/> Contractor to clarify before layout |

Site and regulatory flags

- | | |
|--|---|
| <input type="checkbox"/> 811 utility locate needed before post holes | <input type="checkbox"/> HOA approval required |
| <input type="checkbox"/> Corner lot — visibility / setback rules | <input type="checkbox"/> Permit requirement unknown |
| <input type="checkbox"/> Driveway gate — setback or sight-distance rules | <input type="checkbox"/> None known |

Property line and site flag notes

6.0 Finish / Stain / Seal

Finish scope

Stain or seal new wood (included)

Stain or seal excluded — separate scope

N/A — pre-finished material

Not sure

Finish timing and product notes

New pressure-treated wood should dry 4-6 weeks before stain bonds properly.

7.0 Permit Responsibility

Permit responsibility

- | | |
|---------------------------------------|--------------------------------|
| <input type="checkbox"/> Contractor | <input type="checkbox"/> Owner |
| <input type="checkbox"/> Not expected | <input type="checkbox"/> TBD |

Inspection or permit notes

8.0 Exclusions and Open Items

Excluded or pending

- | | |
|---|---|
| <input type="checkbox"/> Staining / sealing | <input type="checkbox"/> Gate automation |
| <input type="checkbox"/> Grading at fence line | <input type="checkbox"/> Neighbor-side finish |
| <input type="checkbox"/> HOA approval (in progress) | <input type="checkbox"/> Survey (not yet completed) |

Exclusions and open-item notes

9.0 Contractor Notes / Clarifications

Contractor Information / Bid Amount

Company name

Estimator / contact name

Phone

Email

Base bid amount

Per-linear-foot or gate unit prices

Bid exclusions or assumptions

Homeowner Sign-Off

Name

Date

Signature
