

HEMPHILL'S RUGS & CARPETS

PRE-INSTALLATION CHECKLIST

Received and approved:

Resident

Date



- Prior to the installation of your new flooring, it is the resident's sole responsibility to remove all fragile, delicate, or valuable items from the work area.
- This includes, but is not limited to, antiques, family heirlooms, electronics, wall hangings, rugs, curtains, plants, pet-related items, personal belongings, and any items too heavy for two people to reasonably move, as well as emptying furniture such as bookshelves, cabinets, or dressers. Put in a safe spot away from the installation.
- Remove anything from the floor of the closets including clothes, leaving a 3-foot clearance.
- Remove bedding, including bed skirts and covers. Remove any items from underneath beds.
- Hemphill's Rugs & Carpets will not be held liable for any damage to or loss of items that remain in the installation area during the project.
- We appreciate your cooperation in preparing the space to ensure a smooth installation process.
- Power / Heat: Power must be on for the installers electrical tools and room temperature must be at least 65 degrees.
- Electrical / Plumbing: Disconnect any wiring/cords/plumbing. The installer will not disconnect or re-connect any cables or wires. Plumbing fixtures to be removed and installed by others.
- Baseboards are used to provide the stretcher bars with a fixed point for proper installation. Minor touch up may be required and is the responsibility of the customer.
- Should door cutting be necessary to accommodate your new flooring the installers will remove the doors. We do not cut doors.
- Our installers must have complete access to all involved areas and are not scheduled with other trades.
- If you are not ready for our installers on your scheduled date, contact your salesperson at least one week in advance so that we can reschedule. Once your job is scheduled you have forty-eight (48) hours to cancel/reschedule, or you will be charged a minimum charge of \$695.00.