



Renovation Check List

Design & Alterations

If any alterations to walls, windows etc. are being done, please get in touch with your designer once completed so they can come and physically measure the final layout.

Please make note of any changes or hidden services that are discovered once cabinets are removed that may affect the final cabinet layout provided by your designer. Notify the designer right away so they can review the layout to ensure a proper fit when the new cabinets arrive.

Make all heating, electrical and plumbing changes according to the new cabinet design.

To ensure small, neat holes for plumbing will be cut into sink and vanity cabinet please have your plumber:

- (a) remove all shut-off valves and cap water supply lines.
- (b) remove all sinks, sink traps and drain pipes.
- (c) try to re-route plumbing to enter directly into new sink and vanity cabinets.

Now that your alterations and mechanical changes are done it is time to prepare the space for the delivery and installation of your new cabinets.

Preparing the space for cabinet delivery and installation.

Removal and disposal of all old cabinets, counters, plumbing and electrical are the responsibility of the client.

Remove all appliances and cabinets from the area leaving an empty room for the installer to work.

Prior to delivery, please ensure that all doors, hallways and rooms that will provide access to the space are clear and easy to navigate through by the delivery personnel.

Once the cabinets are delivered it is time for the installation to begin. Most average size installations with post formed tops will take at least 2 days to complete. As the project becomes more complex or has counters manufactured on site it can easily take 3 days to a week to complete. Please note that during the installation our installers will need the entire space to themselves. Other trades should not be scheduled to work in the renovated areas while our installer is on site.

It's an unavoidable fact that the installation will be a very dusty and dirty process. To properly fit the new cabinets the installer will do a lot of cutting and sanding. In pleasant weather the installer may be able to do some of the cutting outside, on a deck or in the garage if the area is close to the installation space. If the weather is poor or cold the installer may have to do all cutting inside. Plans must be made, and precautions taken to protect the rest of your home from airborne dust and debris.

The following guidelines will help to eliminate some of the problems and mess associated with the cabinet installation.

1. Access to the home must be arranged during regular work hours Monday through Friday. Installers are not scheduled to work evenings or weekends although some may stay late as they see fit to complete a job.
2. Remove all items from the room where cabinets are being installed. Kitchen appliances, furniture, toiletries and any other objects that can be removed, should be relocated. Store them in a safe place away from the renovations.
3. Seal off the room(s) being renovated using plastic sheets secured with painter's tape over the doorways and openings. You will not be able keep all dust and debris within the construction area, but the better barrier you create, the cleaner the rest of your house will remain.
4. Seal vents that are on the same floor as the renovation.
5. In any adjoining rooms not separated by doors, cover furniture, bookcases and pictures with either blankets or plastic tarps or remove items and store away from the renovation area.
6. It is very undesirable to have the installation to take place on finished flooring. If new flooring is being installed it should be put in after the cabinet install is complete. If existing flooring is being kept, or new flooring is put in before the cabinet install it should be completely covered with "Ram Board" prior to the cabinet delivery. All precautions will be taken by delivery personnel and installers to be careful and not damage finished floors, but please be aware that during the installation process many large, bulky cabinets and counter tops need to be moved in and out of place and unforeseen damage can occur. Century Lane Kitchens will not assume responsibility for any repairs to flooring when required to work on finished floors.
7. If flat-lay tops are being manufactured on site the installer will need additional room to work. This typically means that an adjoining room or garage will need to be cleared out. This is one part of the project that can't be done outside as adequate heat and a clean environment are needed to ensure a quality countertop. If space is limited talk to your designer about using post-formed, granite (stone) or solid surface tops that can be pre-made off site.
8. Please have all templates and specifications for sinks, cook tops, slide in ranges etc. on site prior to the installation. The installer will cut these out at the time of install if templates are available. Extra charges may apply if a return trip is required to do cut outs at a later date. Note: Some manufacturer's specifications for built-in appliances may be required before the order can be placed in our shop for production.

Following these basic guidelines will protect your home and belongings from the mess of renovation and allow trades people to work in a clear environment with ease.

Once the install is complete you can expect the work area to be broom clean. All sawdust will be swept from inside cabinets, drawers and countertops and removed from the home. Floors in the work area will be swept, and all off-cuts, extra material and packaging will be removed from site. Cleanup of sawdust that has migrated to other parts of the home during our work will not be cleaned by us. (See items 3 & 5 above)

I, _____, Print name acknowledge the receipt of this document and understand all of my responsibilities regarding required site conditions before and during my renovation project.

Customer Signature: _____ Date: _____

Sales Signature: _____