

BEFORE YOUR APPOINTMENT:

- CLEAR THE WORK AREA OF ANY BREAKABLES, AND MOVE FURNITURE ITEMS
 THAT YOU WANT TO BE FREE FROM DUST.
- REMOVE ALL TRASH OR ANYTHING THAT MAY BE CONSIDERED A BIO HAZARD SUCH AS: PET WASTE, HUMAN WASTE, FOOD, PESTS OR INSECTS. WE EXPECT COBWEBS AND SPIDERS.*
- MAKE SURE YOU HAVE ALL ITEMS PURCHASED AND IN YOUR POSSESSION BEFORE OUR APPOINTMENT, BASED ON OUR PRIOR AGREEMENT.
- IF YOU ARE WORKING FROM HOME CONSIDER THAT WE MAY NEED TO SHUT
 OFF ELECTRICITY AT SOME POINT; WHEN IS THE BEST TIME TO DO THAT?
- MAY WE USE THE BATHROOM? WHAT IS YOUR SHOE POLICY? ANYTHING ELSE
 WE SHOULD KNOW IN ORDER FOR YOU TO FEEL MORE COMFORTABLE?
- MAY WE FILL OUR WATER BOTTLES? OFFERING US BUBBLE WATER OR GATORADE ON HOT DAYS IS ALWAYS APPRECIATED, COFFEE TOO!

*WE WILL INCLUDE A \$200 CHARGE IF THE SPACE COMPROMISES OUR HEALTH.