

# Counter Pro Cabinetry Policy

## 1. Purpose

This policy outlines the responsibilities and procedures related to the use of cabinet plans provided by other companies or designers for the fabrication and ordering of cabinets by Counter Pro.

## 2. Scope

This policy applies to all projects where Counter Pro is tasked with fabricating or ordering cabinets based on plans or drawings provided by external sources.

## 3. Responsibilities

- **Counter Pro:** Responsible for the accurate fabrication and ordering of cabinets based on the provided plans.
- **External Designers/Companies:** Responsible for the accuracy and completeness of the cabinet plans or drawings.

## 4. Policy Statement

Counter Pro will fabricate and order cabinets based on the plans or drawings provided by external designers or companies. However, Counter Pro is **not** responsible for any errors or discrepancies in the cabinet plans that originate from these external sources.

## 5. Procedure

1. **Receipt of Plans:** Upon receiving cabinet plans or drawings from an external source, Counter Pro will review them for completeness and clarity. This review is not a guarantee of accuracy but aims to identify any obvious issues.
2. **Verification:** Clients are encouraged to verify all cabinet plans or drawings with the external designer or company before submission to Counter Pro. This includes checking measurements, configurations, Color, Style, and design details.
3. **Acknowledgment:** Clients will be required to sign a waiver acknowledging that Counter Pro is not responsible for any mistakes in the plans provided by other parties.
4. **Fabrication and Ordering:** Counter Pro will proceed with fabrication and ordering based on the plans provided. Any errors in the final product due to inaccuracies in the provided plans will be the client's responsibility to address with the original designer or company.
5. **Claims and Adjustments:** Any claims or adjustments required due to errors in the plans must be handled directly between the client and the external designer or company. Counter Pro will not mediate or be held accountable for such disputes.

## 6. Contact Information

For questions or further clarification regarding this policy, please contact Counter Pro's customer service department at [cabinets@counterproinc.com](mailto:cabinets@counterproinc.com)

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This policy ensures that all parties are clear on their responsibilities and helps prevent misunderstandings related to cabinet plans and fabrication

