

## Pre-Installation Checklist

**Purpose: The purpose of this document is to provide guidance when preparing for your cabinet installation. Ensuring that these items are addressed prior to Cabinet IQ arriving will help the installation go smoothly and reduce delays in finishing your project.**

1. We are sure your designer went over this, but we do not handle appliances, plumbing, or electrical. Please make sure the appliances are moved from the working area, and that all plumbing, electrical, and gas is disconnected and left in a safe working manner.
2. We will deliver cabinets 1 to 2 days prior to cabinet installation.
3. Please make us aware of any challenges our men may face during delivery. (Stairs or Elevators)
4. Please make sure the site is ready for us to get to work immediately
  - a. For cabinet installation there must be sheetrock on the walls
  - b. Please make sure all trash from other trades has been removed
  - c. It is crucial to the efficiency of the installation that there are no other trades working during our installation. That means no flooring, electricians, painters, and others present during installation.
5. Please make sure Cabinet IQ is aware of the flooring condition. Is the flooring new, bare concrete or pre-existing? Does the flooring butt up against the wall etc.
6. Our installer will need electricity on site to run power tools
7. When scheduling your installation please let us know if there is a lavatory the men can use should they need.
8. Cabinet IQ will place a small yard sign during the duration of your installation. If this is not permitted, please let us know.

### **Farmhouse (Apron) Sink Only:**

9. Please make sure the plumber has verified the cabinet and sink plans to ensure the plumbing is low enough.
10. Please have the farmhouse sink on-site for cabinet installation.

### **If Cabinet IQ is Doing Demo:**

11. If Cabinet IQ is doing Demo we will need a dumpster onsite. We do not supply the dumpster; If you need a recommendation please see Spotless Dumpster—Phone: (503) 505-3883

## If Cabinet IQ is Doing Countertops:

12. The installer will leave literature to explain the process. Our fabricators have 3 business days from the date of cabinet install to reach out and template the countertops. Then 7 business days to cut and install the countertops (note: full height backsplashes will require a 2nd trip).
- Please make sure all faucets are on site during the countertop template.
  - Please make sure your sink is on site during countertop template. The fabricators will be taking the sink to install it directly into the countertop prior to installation.

## IMPORTANT:

13. When our installers are complete with your installation Cabinet IQ needs you to be present for a final walkthrough. This is to go over our customer 8-point sign off sheet and allows Cabinet IQ to make sure you are completely satisfied with the installation. If you are not on-site our installer will need to call you ahead of time. How far in advance would you like to be notified?