

**CARPETS PLUS  
OF CONNETICUT LLC**  
35 Franklin Street  
East Hartford CT 06108  
(860) 282-0008  
(860) 291-0687 (fax)



**IMPORTANT! PLEASE READ THE FOLLOWING INFORMATION THOROUGHLY**

Installation Date: \_\_\_\_\_ Address: \_\_\_\_\_

**Congratulations! You are scheduled to receive new floor covering on the above date. The following is a checklist that must be complete PRIOR to the installation crew's arrival.**

To prevent the postponement of your installation please comply with each item on this checklist..

1. Remove all small or breakable items from the top of furniture.
2. Remove all breakable items from within furniture that will be moved by the installers (i.e. china, glassware, lamps, pictures, etc.)
3. Arrange for all pets to be kept in an area that is not receiving flooring.
4. Remove all items from closet floors as well as items hanging in lower half of closets if installation includes that area.
5. Any items hanging 4 feet or lower on your walls should be removed (i.e. pictures, shelves, clocks, etc.)
6. Disconnect and move all electronic equipment (i.e. stereos, TV's, VCR's, computers, etc.) to an area that is not receiving flooring.
7. Move all small furniture and plants to an area that is not receiving flooring.
8. Freezers, aquariums, pianos, organs, grandfather clocks and antiques should be moved to an area that is not receiving flooring unless special arrangements have been made prior to your installation.
9. Beds of all types should be disassembled! All mirrored or glass headboards, as well as waterbeds, must be completely removed to an area that is not receiving flooring prior to your installation.
10. Remove all items from bookcases that are to be moved and place in an area that is not receiving flooring.
11. Remove all bedding, blankets, pillows, etc., to an area not receiving flooring.
12. While care is taken in moving items, small nicks, dents, and scratches may occur. Carpets Plus can not take responsibility for repairs when reasonable care has been used.

**NOTE:**

Items moved should be placed in areas not affected by the installation. Do not place items on tops of beds, tables, etc. Residents should be aware that, weather permitting, furniture may be placed outside or on balconies to provide room for installation. Normal installations will occasionally scuff your baseboards, walls and wallpaper. Please be sure to keep touch-up paint or stain for your use after the installation. Carpets Plus guarantees seams to be mechanically correct. Due to lighting and colors of flooring we cannot guarantee seams to be invisible.

**NO MOVE FURNITURE INSTALLATIONS:** If Carpets Plus is **not** scheduled to move your furniture, all rooms scheduled for that day's installation must be emptied prior to our arrival.

**A JOB THAT IS NOT READY BY THE ABOVE STANDARDS WILL BE RESCHEDULED TO THE NEXT "AVAILABLE" DATE.**  
*IF FLOORING CANNOT BE INSTALLED AS SCHEDULED DUE TO LACK OF COMPLIANCE WITH THE ABOVE, RESIDENT WILL BE CHARGED A FEE OF \$100.00*

**By signing below the resident acknowledges and agrees with the above requirements. The resident agrees that Carpets Plus will not be held liable for broken, damaged, or missing items resulting from non-compliance.**

Resident Signature Date