



Preparation guide for Installation

- No-one needs to be home; we are happy to open and close the property ourselves if you and/or your tenants are comfortable with this
- If no-one will be home, please advise key location and/or lockbox combination at least 2 days before your scheduled install and advise if any dogs will be loose on site. Alternatively, keys can be dropped off and collected from our showroom
- The property will always be left secure at the end of the day. If you are home our lead installer will complete a full walk around and handover of the completed job with you
- Dependent on the weather it may become cold in the house as it will be open- you may prefer to be elsewhere during the day due to both cold & noise
- We ask for approx. 1 -2 metres of clearance in front of each window (furniture must be moved before we come to site) and a clear path to the windows please
- Please either remove or secure your blinds and curtains back off the windows so our team can get to these without any chance of accidental damage, (if the window coverings are left up, we cannot take responsibility for any damage)
- Please clear all windowsills, kitchen, bathroom benches in front of windows of any items, if we need to move items to complete work, please be aware that all care will be taken but no responsibility if damaged
- We do use drop cloths and covers on the day; however, we recommend anything sensitive to dust is moved to another area/additionally protected just to be sure. Or that you may choose to cover with your own drop cloths for additional protection as well
- If you are wanting to keep any removed windows or doors, please advise our team once they arrive on site/ the office team beforehand. We cannot guarantee any units will not be unavoidably damaged during the removal process. As such, please do not sell any items before installation. If we are removing a door, please ensure no sets of keys that you wish to keep are left in the door, as these may be accidentally disposed of

The above guidelines make up part of our installation terms and conditions. Please see the full list of T & C's provided with your quote for further reference. Please contact us if you have any questions or any additional information to provide, and we look forward to completing your double-glazing project.