



Removal & Installation Checklist

This Removal & Installation Checklist is being provided so as to aid our installers in the removal & installation process of your new countertops.

Your installation time will be set in an 8 hour block of time and not for an exact time. You should receive a call before the installers leave for your job. For all Installation types please make sure that the installers will have clear and unimpeded access to the installation site. Move any vehicles, furniture and other items that will get in the way of moving your countertops in and out of the installation location. When the countertops are being installed on cabinets please have all the top drawers removed from your base cabinets and placed in a safe location. Please remove any rugs or floor mats as they can produce a trip hazard. The installers will make sure that your sink and/or appliances fit in the required countertop openings but they will not be installed or connected by the installation team. Initials_____

Please note that during installation there can be minor damage to the walls surrounding the location of where the countertop will be going. This is due in part to the fit of your new countertop and can also be due to the walls not being square or straight. Every attempt is made at a Zero Damage Install. Kitchen Tops will not be responsible for replacement, repairs and / or touch ups of paint, wall paper, trim, drywall, tile and/or mirrors. Initials_____

During removal of existing tops there can be damage to the paint, tile and or wallpaper because of how the existing tops were installed. Please keep this in mind when planning the replacement of your countertops. If you have mirrors that are resting on the countertops you may want to have them removed prior to the countertop work being done so they do not break. If you have any sinks or appliances that need to be removed, please have this completed before our installation team arrives. The installation team **WILL NOT** remove these items for you. During the removal and installation of your countertops there is a high probability that there will be dust and debris. Though our team will clean as much of this debris and dust up there will undoubtedly be dust & debris remaining inside of your cabinets. If you have items stored inside your cabinets please take measures to protect these items and keep them clean. If there are any materials that are resting on your existing countertops - such as tile, wall trim, mirrors and or cabinetry - these items may need to be removed before the removal of your existing countertops can take place. Please make sure that all items sitting or stored on your existing countertops are removed and stored in a safe place away from the installation location. Initials_____

Please note that Kitchen Tops, Inc. **WILL NOT** disconnect or reconnect any plumbing. This includes sinks and/or dishwashers. Please make sure these items are disconnected and removed from the countertops before we arrive. Initials_____

If any of the above items are not ready or complete when our representatives arrive on site, we will reschedule the installation and you will be charged a trip charge for us to come back out.

By signing this document you understand and agree to the terms and conditions listed above as well as any costs associated with them.

Customer Signature & Date:_____

Customer Name & Invoice Number:_____

This Form must be filled out in its entirety and returned to us in order for a measure to be scheduled.