



SOLAR CONTRACT CARPET

TO: _____

APT. # _____

FLOORING SERVICES DATE: _____

Your unit has been designated for flooring services. This will cause some minor inconvenience; however, the end result will be rewarding. The flooring services will go smoothly and with a minimum of problems if the instructions in this letter are followed.

NOTE: Please be advised that someone must remain in the unit at all times during any flooring service. It is the responsibility of the designated person that remains in the unit to inspect all furniture moved by the Installer for any damage prior to the Installer leaving the unit. Solar Contract Carpet and its Installers will not be held liable for any damage reported after the Installer leaves the unit. Thank you for your cooperation.

- The Installer will only move large pieces of furniture and will replace them to their original position.
- It is the Tenant's responsibility to protect all breakables, such as lamps, plants, books on bookshelves, stereos, crystal, china, small furniture, shoes in closet, etc. These items must be removed before the Installers arrive. For example, these items can be temporarily stored on countertops, in bathtubs or upper closet shelves. **DO NOT STORE ITEMS ON TOP OF OR UNDERNEATH BEDS OR OTHER FURNITURE WHICH IS TO BE MOVED.**
- Solar Contract Carpet will not be responsible for any valuables left in the apartment. Remove all items such as cash, jewelry, etc.
- Please drain waterbeds and disassemble prior to the arrival of the Installers. Installers will not be responsible for any waterbed damage.
- Aquariums must be moved onto a non-floor surface, i.e. countertop, bathtub, etc. or onto a floor not being serviced, prior to the arrival of the Installers. No flooring services can be provided with animals loose in the unit.
- Installers do not move or disconnect TVs, computers, fax machines, printers or any other electronic equipment. Therefore, if these items need to be moved, it is the responsibility of the Tenant to do so prior to the arrival of the Installers.
- Installers will not be responsible for any wiring located beneath the existing flooring.
- **ALL** items must be removed from **ALL** closet floors.
- **Any** items deemed unmovable by Installers will be the responsibility of the Tenant (i.e. special disassembly required, too large/heavy, expensive/irreplaceable, such as pool tables, gaming devices, pianos, etc.).
- Remove all pictures & wall décor from walls as the flooring services being provided could cause these items to fall.

If these requested preparations are followed, the Installers will be able to provide the flooring services quickly and efficiently. We appreciate your effort and thank you for your cooperation.

This form must be returned by fax prior to installation. Fax completed form to (702) 798-1982.