



# Fallsburg Woodworking, Inc.

*"The Finest of Two Traditions"*

## **Customer Checklist**

### **First Meeting**

- Provide drawings, samples, photos of what you would like
- Provide functional reasons for choosing to do project
- Provide aesthetic things you would like to see incorporated
- Provide budget
- Provide timeline
- Provide contract information for other contractors
- Gather and supply appliance, electronic and peripheral make and model numbers
- Make aware of any field conditions or materials to be used that are not on site at present

### **Acceptance of Proposal**

- Sign Proposal
- Sign Contract & STB tax form
- 10% retainer

### **Pre-Construction Meeting \*\*\*\*\*Drawings begin once ALL information is supplied\*\*\*\*\***

- Finish Sample approved
- Accessories approved
- Drawings Approved
- 40% deposit

### **During Fabrication \*\*\*\*\*Fabrication timeline begins once ALL information is supplied\*\*\*\*\***

- Order handle/knob hardware and all other peripherals\*\*\*\*\*
- Demolition
- Framing
- Insulation
- Electrical (Leave all fixtures on site that need to be incorporated into woodwork including electrical boxes)
- Plumbing
- Electronics (Leave all fixtures on site that need to be incorporated into woodwork including electrical boxes)
- Sheetrock
- Prime/one coat paint
- Flooring

### **Ready for Install**

- 50% of product costs due (product paid in full)
- Key or access to enter home
- Free and clear access to work area
- Provide area INDOORS as close to work area to use for storage and cutting/milling
- Supply handle/knobs
- Final installation payment due plus any extras

### **During Installation**

- Non-wood countertop materials templated and installed
- Specialty electrical/electronics wired
- Appliance install

### **Unit Installed**

- Plumbing fixtures hooked up
- Electrical fixtures hooked up
- Trim work by others installed
- Electronics installed
- Glass templated and installed
- Touch up and final paint
- Wall paper/faux finishing
- Final Cleaning
- Move in
- Pour drink, sit back and enjoy