

Thank you for choosing Kloeber to carry out the installation of your product(s). This is now being managed by the Operations Department.

Even though we appreciate all of the relevant information regarding your installation would have been explained to you by your Sales Consultant before you placed your order with us, The below is a friendly help sheet to make you aware of what we require from you/your builder in order to successfully install your products.

Please note, **we do not require you to return this form to us** but we would like to ask that you use it as a guide/checklist as we get closer to your install date. If you have any questions regarding the below please don't hesitate to contact us.

What we require before installation date	Completed
All apertures are completed, with lintels in place. Floor finishes (where required) and tolerances have been taken into account when measurements were provided to us.	
The roof above the new product(s) is finished and fully loaded – If this is not going to be ready by install date please speak to our Operations Team about your options.	
Orders with sliding doors and ÜberSlides only (not bifold doors) – the cavity at the base of the aperture is filled with lean mix concrete and will be set by the time we arrive on site.	
Access to all apertures is clear – this is especially important for large products with heavy glass units	
If scaffold is required, we can safely access all apertures (as per our Installation Access Guide) and no ground floor apertures will be obscured by the scaffold – if this is going to be the case please call the Operations Team to discuss your options.	
Parking on site, or on the street outside your property will be available and any permits that are required will be organised for us.	
ÜberSlide Only – a qualified electrician will be on site on the day of installation to wire the product in.	
If we are removing old frames, please be reminded that we are unable to take the old frames from site. It is your responsibility to dispose of these.	

As you can probably appreciate, we install a broad range of products on varying projects. Your job is unique to us and for this reason we will be in contact with you over the next few weeks to make sure the above is coming along as planned.

As you/your builder have provided the dimensions for this project, if we are unable to fit items during the installation, this may be subject to a return visit and extra fitting charges. Please see your terms and conditions for more information on this or call 01487 740044 and we will be happy to answer any questions you have.