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PREPARATION FOR VINYL INSTALLATION FOR OCCUPIED UNIT

Just a Reminder: Apartment #: _____Date: _____

Your unit will be getting new Vinyl on the above date, please read below to make sure that your unit is ready for the install. You must be home and ready for the install, so please make arrangements to be home on the above date.

Remove all personal items from:

- *The top of refrigerator*
- *Make sure that all containers are sealed tightly in refrigerator*
- *Kitchen floors are empty*
- *Bathroom floors are empty*
- *The stove has nothing in it or on top of it*
- *All personal items are put away*
- *Valuables such as jewelry, cash, etc. should NOT be left out.*
- *Pets – For the safety of any household pets, please make arrangements to have them out of harms way.*

Thank you for your cooperation in making this process as convenient as possible for everyone.