

# Preparation for Carpet

Just a Reminder: Apartment#: \_\_\_\_\_ Date: \_\_\_\_\_

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

**Who will be moving furniture? RESIDENT or HOUSE OF FLOORS**



## Remove all personal items from:

- Closet floors
- Table tops
- Bureau/dresser tops
- China closets/cabinets
- Wall units/book shelf units

## Examples of Personal Items:

- All breakable items
- Antiques
- Any fragile items
- Books/albums/CD's/cassettes/videos
- Knick-knack items
- Dishes/glasses
- Photos
- Lamps

## Please DO NOT leave anything on the beds.

- Valuables such as jewelry, cash, etc. should NOT be left out.
- Floor length clothing MUST be pinned up or removed from all closets.
- Computer, stereo and television equipment - We REQUIRE that they be dismantled and stored prior to installation, including wiring.
- Pets - For the safety of any household pets, please make arrangements to have them out of harms way.