

Maldonado Tile & Marble, Inc.

615 S. State College Blvd.

Fullerton, Ca 92831

Lic. #701959

Tele (714) 578-8960 Fax (714) 578-8961

CLIENT PRE-JOB INFORMATION SHEET

Thank you for choosing Maldonado Tile and Marble as your Tile and Stone installation company.

Please take a few minutes to read this over carefully to better understand what to expect and how to prepare for your new installation.

COUNTER TOPS SLAB OR TILE

- 1) After your signed contract and deposit have been received, our Project Coordinator will be contacting you to schedule your job. If any changes are going to be made regarding dates and times, please call Project Coordinator and he will be glad to assist you in any way. If you are not going to be on site throughout the job please make sure the project coordinator has all the proper phone numbers where you can be reached during the job.
- 2) **If you are securing the tile, the tile must be on site prior to the beginning of the project. A trip charge will apply if our crew is unable to work due to the tile not on site. If our crew has to pull off the job site due to factors not caused by MTM your job will be rescheduled for the next available date and a rescheduling fee will apply.**
- 3) Make sure that the area is completely empty and ready to start working. MTM Inc. is not responsible for furniture removal.
- 4) If your job involves demolition of any kind please be prepared for the dust this aspect creates. To protect your possessions and minimize your clean-up please remove or cover all items in the general vicinity of the work area. Please close all doors, dust has a tendency to travel throughout the house. In order to prepare for this phase please do the following: remove all items on top of counters, cover with newspaper or remove items in top drawers, move any pictures or glass items near counters, move all items under sink, cover furniture or anything in that area that you do not want dust to get on. In order to demo counter we need to disconnect the plumbing. In most cases this will not require a plumber but in some cases the valves under sink that supply water to faucets have not been touched in years and may break when trying to turn off the water. In some cases you will need a plumber to replace angle stops (or valves). In extreme cases we may have to wait till you contact plumber.
- 5) If MTM is demolishing an existing counter with tile and replacing it with granite there are a few things you should know. When your tile was originally installed the common practice was to put waterproof paper on the counters letting the paper hang to the floor to protect the cabinets (cap strip) to adhere the tile trim (v-cap). Once the tile job was finished the excess paper was cut off with a blade. After the demolition of your tile you could possibly see some nail holes or even unfinished parts of your cabinet from your original tile installation. The standard granite edge detail is 1.5 inches; unfortunately this detail will more than likely not cover the imperfections created by your original tile installation. There are three ways to approach this. First, you can upgrade to a larger

edge detail, which is an additional charge. Second, you can cover the cabinet face with a strip of wood, which you would need to contact a cabinet specialist or do it yourself. Lastly, if the imperfections are small you can get touch up paint from your local home improvement store and paint over the imperfections. It has been our experience that the majority of the time nothing is needed, but we want you to be informed and prepared.

- 6) If you are having new cabinets installed your cabinet contractor will need to install 5/8" plywood sub tops. You will also need to have your sink on the job site at the time of your template. When the crew returns to install you will need to have your faucet on site, as well as the number of holes to be drilled and where the holes will be drilled, if the faucet will be mounted into the slab. **If our crew has to return after the installation date to drill the holes a service charge will apply.**
- 7) Please advise the crew the route you would like them to use when entering the house. We would like the most direct route, but would also like to avoid any type of sensitive flooring.
- 8) Once demolition is completed and new plywood is installed it should be about seven (7) to ten (10) working days before installation, if it is a tile counter installation will start immediately. After installation please have a plumber lined up to hook up your sink, stove, etc.
- 9) After the installation is completed and before the grout is started we seal all the stone. If applicable, ceramic tile does not require sealing. If you want the grout sealed you have to wait at least seventy-two (72) hours to let the grout cure before a sealant can be applied. At this point you have two options. You can do it yourself if the size of the job is relatively small, between one hundred to two hundred square feet. For larger jobs we suggest you have it done professionally and we can give you referrals for this aspect of your job. We do not seal grout.
- 10) At the close of your project your Project Manager will review your job with you and go over your Acceptance sheet. During this time please review the job carefully. You will receive a care kit package with instructions on "how to" take care of your new stone and/ or tile and grout.
- 11) **Please note that natural stone is a product of nature and is therefore subject to inherent variations in color, veining, granularity, and pitting. All material must be inspected prior to installation with your Project Manager. Absolutely no claims will be accepted after installation.**
- 12) Throughout your job if you have any questions please contact the Project Coordinator at (714) 578-8960.
- 13) **Any changes from the scope of work written in your contract cost bearing or not, need to be approved in writing in the form of a change order prior to the work being performed.**

THANK YOU FOR YOUR COOPERATION

Maldonado Tile & Marble Inc.

Maldonado Tile & Marble, Inc.

615 S. State College Blvd

Fullerton, Ca 92831

Lic. #701959

Tele (714) 578-8960 Fax (714) 578-8961

I have reviewed the Client Pre-Job Information sheet and understand the information provided.

Client Acceptance

Date

JOB NAME:	
JOB ID #:	