

PREPARING FOR AN ITC MILLWORK DELIVERY

To ensure smooth delivery of your trim and door package, please provide us with any necessary delivery instructions.



JOB SITE INFO

- Address (directions w/cross street if not in Google Maps)
- Project Manager, cell phone, email address
- Trim Carpenter, cell phone, email
- Lock box code
- Gate code

The safety, security, and protection of your property and our staff is of utmost importance. Pursuant to delivery these conditions must be met.



JOB SITE ACCESS

- Clear path to the house for truck
- OSHA approved steps, ramps, and railings
- Other trades not competing for space (painters, landscapers, etc.)

Your satisfaction and a successful delivery is our number one goal. Please help us achieve that by providing us with the following:

STAGING



- Directions on where to place trim
- Directions on where to place doors
- Ample amount of space for the trim rack (10' x 20')
- HVAC must be up and running with the temperature maintained between 68 – 72 °