

# Atlantic Venetian Blinds Installation Team – Terms and Conditions

1. **INSTALLATIONS** – The worksheet must be complete and faxed to AVB 48 hours in advance, please use the AVB form enclosed.
2. **PRODUCT** - Any product needed for the install, please order SEPARATELY. If the product is listed on install worksheet, it will be assumed as extra information only and not brought to the install. To ensure product is in stock please order your drapery hardware at least 2-3 weeks in advance. Please do NOT assume the installer will have product in the van, please order everything you will need for the install. For AVB product, please ensure proper notice is given for the Installer to bring with them (48 hrs).
3. **CHARGE** – The installation charge will be *WHICH EVER IS THE GREATEST AMOUNT* of the following (+ parking):
  - Minimum charge OR
  - Sum of the individual products installed OR
  - The hourly rate
4. **SCHEDULING** - for booking an install, please fax the installation worksheet with 3 dates and times that will be convenient for your client. We will get back to you within 24 hours to confirm the time. **PLEASE ALLOW A MINIMUM OF 1 WEEK.** Appointments will not be started before 10 am on Monday or after 1 pm on Friday. We do not install after 5 on weekdays or on Saturdays.
5. Please DO NOT Schedule installation until **ALL products has been received and checked for damages.**
6. **CANCELLATIONS** - If appointments are cancelled within 24 hours, the minimum service charge will be invoiced.
7. **PARKING** – if you can arrange parking with your customer please do so, any parking charges we incur will be added to your invoice.
8. **OUT OF TOWN** - is defined as follows – 30 kms from the AVB shop. (This means you get 60 free kms) anything outside this you will be charged an out of town service call and the per kilometer rate.

## The minimum charge / return visits may apply to the following situations

1. Cancelled with less than 24 hours notice.
2. Materials are defective or incomplete or damaged.
3. Unable to gain access to site to complete work.
4. If key information on the Installation worksheet has been omitted.
5. Incorrect measuring or product will not fit property
6. If customer requests the installer stop due to situations not agreed upon with sales person.

**Prices subject to change  
without notice**

I have carefully read all of the terms and conditions and agree with the statements in this document.

SIGNATURE:

SIGNATURE:

SIGNATURE:

SIGNATURE: