



# east coast lumber

Installation Site Review Request

Phone (603) 329-5322 ● Fax (603) 329-8089

## Customer Information:

Name	Daytime Phone
Site Address	Evening Phone
	Fax Number
	E-mail
Mailing Address	Preferred Means of Contact
Town/State/Zip	Best Time

Estimated date of installation?

## Description of Work to be Performed

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## Instructions / Installation process

- 1 Submit your ECL Installation Site Review Request form via fax, or bring it to the East Coast Lumber millwork department with your \$40.00 site review fee.
- 2 A member of the ECL installation team will contact you to confirm an appointment for the site review.
- 3 Your installer will meet with you to discuss your options, measure, inspect and to confirm the details of your project.
- 4 ECL will contact you with the final quote for product, installation and any additional materials that might be necessary. And all final product decisions are made.
- 5 If you decide to accept the quote, return your signed agreement with payment to the East Coast Lumber millwork department. We will order all the materials and coordinate the installation with your installer.
- 6 Upon receipt of all materials, ECL will notify your installer, who will then create an installation schedule (time frame depends on the products to be installed).

Material estimates are free. However, a \$40.00 fee (\$50.00 for kitchen installations) is required prior to site review. This fee may be able to be applied toward the project's costs. Please see your sales person for details.