

**Instructions for Kevin Thursday 3<sup>rd</sup> January W12536 & R18109**

**See Charlie for screed before leaving warehouse**

**Ring DG BEFORE going to site and if any problems on site 07860 -291565**

**1<sup>st</sup> Call W12536 – Todd**

- Pull back hall carpet (Fit Ali D/Nap into under stairs cupboard door if needed to expose ridge in hall.
- Screed to feather the edge of the ridge where the concrete meets the parquet floor to smooth the ridge on the surface.
- Fit gripper behind square edge at coir matting.

**Leave screed to dry and go to 2<sup>nd</sup> call**

**2<sup>nd</sup> Call R18019 - Windsor Homes – Speak to DG ref access & alarm instructions**

- Remove existing stair rods and return the rods & brackets to the warehouse.
- Fit 13 NEW stair rods to stair runner on 1<sup>st</sup> Flight.
- If there is a piece of carpet on the ground floor please bring it back to warehouse to be made into a rug.

**Reset the alarm on exiting and return the key**

**Return to 1<sup>st</sup> call to refit hall carpet**

**1<sup>st</sup> Call W12536 – Todd**

- Refit hall carpet ensuring it is fully stretched. Ensure bubble on corner of toilet wall opposite front door is stretched tight.
- Check to see if coir matting is flat and trim if necessary.