

Thank you for choosing Occupied Renovations as your painting contractor. We look forward to painting your space. To provide you with the highest quality and satisfaction on your job, we ask that you accomplish the following things prior to the start of your job:

- All items on walls with push pins / thumb tacks are to be removed by tenant
- All breakables should be removed from desks, credenzas, and bookcases
- Remove all contents from top two (2) drawers of all file cabinets
- Electronics (such as office equipment, computers, and photocopiers), are to be disconnected by tenant, if applicable
- Any items remaining on wall will be painted around
- If nails are pulled, we will patch; if left, we will paint over
- We will not remove items from desks, credenza, and / or walls
- Refrigerators with Ice Makers and Ice Machine Equipment must be disconnected and reconnected by others
- Vending and soft drink machine(s) in the designated work area must be moved by the machine's vendor