

In preparation for our Floor Maintenance / Restoration Visits, we would be grateful if you could please supply us with as much information as possible, to enable our Floorcare Specialists to carry out the works as efficiently as possible.

It would assist us with our planning for your visit if could could please complete the details below as soon as possible , sign and email back to us at:apple@beaverfloorcare.co.uk

STORE:	Apple Buchanan Street Glasgow R135 - FOH WO: 92607699 & BOH WO: 92607688		
DATES OF WORK:	22nd to 26th January 2018 - total 4 nights		
ACCESS:	Is access organised via the store or Shopping Centre?	Store	
PARKING:	Parking options and address:147 Buchanan Street. There is an alleyway behind the store we use for deliveries, accessed off of West Nile Street after all Bar One. Parking next to bins, out of the way of the under ground car park entrance.		
SECURITY:	Has Security been arranged for the above dates: It has been requested, will add a note when confirmed, but never had issues.	YES <input type="checkbox"/>	NO <input type="checkbox"/>
NUMBER OF FLOORS:	Please indicate how many levels there are within the store and if there are lifts to facilitate movement of cleaning machinery : We have 3 levels, there is a lift between them all.		
CONTRACTUAL WORKS:	Please indicate if any other works are due to take place on the scheduled dates for maintenance/restoration	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
AIR CONDITIONING	It would be much appreciated if the air conditioning can be left switched on overnight please	YES <input type="checkbox"/>	NO <input type="checkbox"/>
FUSE BOARD	Machinery intermittently does trip switches, can access be available to the fuse board if required please.	YES <input type="checkbox"/>	NO <input type="checkbox"/>
PRODUCT LAUNCH / PROMOTIONS	Please indicate if any product launches or promotions will be taking place	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
TABLES:	Are tables hard wired or plug and play (please circle)  If hard wired, have electricians been booked? The tables must be professional disconnected if hard wired, prior to our works	Plug  YES <input type="checkbox"/>	NO <input type="checkbox"/>
CONTACT NAME:	Contact name for Floorcare Specialists on arrival at store/shopping centre : Monday 22nd - Dan Wood (07549 906047) Tuesday 23rd- Iain Beeston (07500 480215) Wednesday 24th - Iain Beeston (07500 480215) Thursday 25th - Dan Wood (07549 906047)		
IN THE EVENT OF ANY ISSUES:	Contact name: Steven Hunter (Senior Manager) Mobile No: 07941 019167		
CAUTION:	<div> <span>✘</span> No foot, wheeled access or scrubber drier use on stone flooring permitted during course of works. <span>✘</span> </div> <div> <span>✘</span> No use of scrubber drier or wheeled access on stone floors for at least 48 hours after completion of all works - to enable sealant to dry and cure. <span>✘</span> </div>		
SIGNED:	Name: Emma Sands Position: Preservation Specialist Date: 16th January 2018		