

Leisuregrow Pergola Retailer Pre-Installation Checklist:

This form must be completed with the customer if installation is required. The following checklist is to ensure a smooth and successful installation of their Leisuregrow Pergola enquiry.

Purchase Information:

- **Place of Purchase:**
 - **Name of Salesperson:**
-

Customer Information:

- **Full Name:**
 - **Email Address:**
 - **Phone Number(s):**
 - **Delivery Address:**
-

Positioning of Pergola:

1. **To ensure there is adequate space for their Pergola to be installed.**

We recommend a minimum of a 2ft gap around the whole structure to allow ease of installation.

- We confirm there is at least a 2ft gap around the installation area.

2. **Ground Preparation:**

Please ensure the ground is flat, level, and solid for the construction of the Pergola.

- We confirm the ground is prepared for installation.

3. Base Type for Bolting Down:

Please indicate the type of base they have for their Pergola installation. (Bolting down is recommended.) Pictures of site area may be requested.

- ☐ Decking
- ☐ Sandstone
- ☐ Porcelain
- ☐ Concrete Base
- ☐ Other (please specify):

4. Footplates Foundation:

For bolting down, ensure the footplates sit on a solid foundation. We recommend a 30cm x 30cm x 30cm pad under each leg as a minimum standard. Dimensions for your Pergola Item(s) can be provided upon request.

- ☐ We understand the footplates require a solid foundation.

Site Access Information:

1. Access Point:

Please indicate the available access for delivery and installation:

- ☐ Front
- ☐ Rear
- ☐ Side Gate
- ☐ Alleyway
- ☐ Other (please specify):

2. Accessibility Check:

Can a standard wheelie bin pass through the access point without obstruction?

- ☐ Yes
- ☐ No

Important Information:

- Please ensure you are at the property at the time of the installation teams arrival, and at the time of the installations completion.
- A rebooking fee of £200 may be charged if the installation is cancelled without at least 48 hours prior notice of the agreed date of installation.
- Leisuregrow **is not liable** for base preparation. Please allow sufficient time for the ground preparation and ensure that everything is suitable for installation.
- Leisuregrow **retains the right** to refuse installation if the site is not ready.
- **Leisuregrow Pergolas** are freestanding and are **not designed to be affixed to walls**.
- Leisuregrow **is not liable for any damage** to patio, paving, decking, garden, or general areas from bolts, hardware packs, tools, or any items used in the installation process.
- On the day of installation, and if satisfied, you will be required to sign off all works carried out. The installer will take images of carried out works on completion to confirm the quality of the work done.
- Please note that at the commencement of installation, the Consumer Protection Act (Distant Selling Regulations 2000) will no longer apply.

By completing and submitting this form, the customer agrees to the above terms and conditions and that the information relating to the installation is correct.

By completing and signing this form the retailer agrees that the above information has been inputted correctly, and the item(s) are able to be purchased by the customer without issue.

Sellers Signature:

Date:

Please send a completed Pre-Installation Form to sales@leisuregrow.com with every customer order.

A Leisuregrow installation team member will then by phone or email (installationteam@leisuregrow.com) contact your customer shortly to discuss and confirm their installation date, complete a final pre-installation sheet and answer any further questions they may have. Thank you for choosing a Leisuregrow Pergola!