



BAREFOOT & COMPANY JOB READY POLICY

Barefoot & Co. considers the following conditions to be necessary to be complete prior to measuring and installing Shower, Mirror & Shelving:

- Cabinets and countertops are installed
- Floors are done and the interior of the house is painted
- Marble/Tile is installed
- Hole drilled (if applicable, for medicine cabinets)

Barefoot & Co. considers the following conditions to be necessary to be complete prior to measuring and installing Windows:

- Rough openings correct
- Roof is on the house
- Wrap is on the house
- Low expansion foam installed properly per specification (if applicable)

Barefoot & Company considers the following conditions to be necessary to be complete prior to measuring and installing Screens:

- House is clean
- House is painted

Barefoot & Co. considers the following conditions to be necessary to be complete prior to measuring and installing Door Hardware:

- Doors are hung and painted
- Weather stripping is installed on the exterior doors
- Hinge and lock color match on the selections sheet
- Front door handed left or right

Barefoot & Co. considers the following conditions to be necessary to be complete prior to measuring and installing Blinds & Shutters:

- Window casing is installed
- Window sills are installed
- House is painted
- Doors are installed (if applicable)
- Drywall is complete

As job readiness is directly related to quality, efficiency and the company's overall ability to perform, issues with job ready conditions will be documented on the NHQ Sheet for each home. If issues with job ready conditions exist, crew leaders are instructed to contact the builder superintendent for resolution or approval to proceed.

Job readiness issues will be tracked and reported. Jobsites with a high rate of job readiness issues will be brought to the attention of the builder to request attention to the matter.

Builder _____

Name & Title _____

Signature & Date _____

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