



1255 Morgan Dr  
Hubertus, WI 53033

P: 262-628-3455  
F: 262-628-3452

[www.customtouchcabinets.com](http://www.customtouchcabinets.com)

## *New Construction Steps:*

Thank you for choosing **Custom Touch Cabinets** for your project. We are looking forward to the opportunity to work with you and the rest of your building team. Our goal is to coordinate with the rest of the building team to complete this job efficiently and in a timely manner with the customer's complete satisfaction in mind. In our effort to achieve this goal we have developed the following list of important steps in the entire process. We have found by following these steps that the entire job runs smoothly for everyone.

The steps are as follows:

1. Builder/owner submits plans and specifications for bid.
2. Custom Touch Cabinets submits bid (7 to 10 working days required)
3. Bid accepted by builder/owner by returning signed proposal (before construction begins.)
4. Initial consultation with owner/customer. Owner/customer to supply appliance specifications at this meeting (before framing begins).
5. After framing, draft of cabinet details to include layout of cabinet, appliance and sink locations submitted for approval to owner/customer (before start of rough mechanicals).
6. Approved draft supplied for posting at jobsite to co-ordinate with plumber, electrician, sheet metal, etc. (Before start of rough mechanicals).
7. Continued consultation with owner/customer on final aesthetic design and style.
8. Final cabinet details submitted for owner/customer approval (before drywall begins).
9. Manufacturing process (during drywall phase).
10. Cabinet delivery. All cabinets and shop drawings delivered to jobsite. Cabinets set in proper location throughout house (after sub-floors and wood floors).
11. Consultation with finish carpenters as needed (during finish carpentry phase).
12. Special for mantel surrounds- stone, tile, granite, ect., must be installed before manufacturing of mantel can begin.
13. Final walk thru and inspection (just before occupancy).

As you can see there are many important steps in this process. Your help is needed to coordinate this process by informing us when we hit the above stages of construction. Failure to do so could result in delays and costly changes. Thank you in advance for your co-operation!