



Procedure For Ordering Fabricated Stonework

Estimates

For estimates the following information is required:

1. Dimensions of pieces needed. A drawing or copy of the plan, highlighted with the areas to receive stone, noting any elevation changes, and backsplashes, should be submitted for estimating.
2. Name of the stone and thickness of stone to be used.
3. Edge detail should be selected and the drawing or plan should note which edges to be finished.
4. Sink/stove/cook tops should be noted. We need to know the type of cutout, under mount or self-rimming, and whether the cutout will be from the slab or done with strips (this will be determined by the fabricator and discussed with the client).
5. Any special shape pieces, including radius corners, should be noted.
6. Location of job, for installation estimating.

Typical lead time for an estimate is 1-2 days (varies).

Ordering

To place your order, we will need the following:

1. Work Order must be filled out completely, clearly explaining the work to be performed, the cost of that work and the customer must sign the work order.
2. A deposit of 80% of the total job must be received.

Once these two items are taken care of, the job will be added to our job list for scheduling.

Slab Selection

The customer has the option of selecting slabs for their jobs from Western Marble and Tile Ltd stock. Slabs that are selected for a project will be held for only one week if the required deposit has not been made. Once a deposit is received for stock slabs, they will be tagged and moved to a sold section in the shop. If slabs are not in stock, we will obtain samples and pictures, if necessary, from our suppliers for the customer to review. Slab material will not be ordered until a deposit is received for the job.

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Fabricating/Installation - Measuring

In situations where the cabinets have already been installed, Western Marble and Tile Ltd will go to the jobsite to take the necessary dimensions or make templates. The customer must be ready to provide cutout information, overhang information, and any decisions on special details. Please allow 2-5 day notice for measuring (Varies).

Fabricating/Installation – Shop Drawings

After field dimensions are taken, allow 2-3 days for Western Marble and Tile Ltd to generate a shop drawing that will detail the dimensions/shapes of the tops, the location of the cutouts, the edge detail with a section showing overhang, the joint locations, and the color and thickness of the material. Western Marble and Tile Ltd will review the shop drawing with the customer, ***verify the price of the work and once the shop drawing is signed off by the customer, the job will go to the shop for fabrication.***

Jobs will be sent to fabrication only when *all information* is received and verified. When the job is ready to fabricate, a completion date will be given to the customer. In the event material is not in stock, the completion date will not be confirmed until the material arrives in the Western Marble and Tile Ltd yard. Typical lead time from the date of receipt of approved shop drawing is 10 to 15 working days.