

## READY TO ORDER YOUR DIY AUSTRALIA KITCHEN?

### Step 1

#### **Pay your deposit.**

DIY Australia requires a 20% deposit for each part of your order (cabinetry, benchtops, glass).

Your options for payment are: Bank Transfer, Visa, Mastercard, Debit card or cash. Please note that all credit card transactions will incur a 1.2% processing fee.

When making payments, please use your 4 digit Client Number followed by C (cabinets), B (Stone Benchtops), L (Laminate Benchtops) or G (Glass Splashbacks) as the payment reference.

e.g. For a stone benchtop order, your reference will be XXXXB. (with the X's being your client number)

For Bank Transfers, details are:

Bank: **Commonwealth Bank**  
Company Name: **DIY Australia**  
BSB: **062 656**  
Account No: **1018 4293**

**We ask that you send an email to notify us of your deposit payment so that we can commence the production as soon as possible. Please send your confirmation email to [michelle@diyaustralia.com](mailto:michelle@diyaustralia.com)**

### Step 2

#### **Confirmation of job**

Once we have verification of the deposit, we will send you a final floorplan to be checked off. This is your opportunity to ensure that the cabinets you are ordering are correct. We ask that you also check the dimensions of the space that you have provided us. The floorplan, together with the final quote will provide all relevant details for your order and as such we require the customer to sign and return both of these documents in order for us to proceed to manufacturing.

A floorplan is provided for both cabinetry and laminate benchtop orders. For stone and glass, a site measure will be done to confirm sizes.

If you have had a Check Measure performed (Sydney Metro only), we will send the floorplan provided by the installer with any changes that were required.

### Step 3

#### **Commencement of Manufacturing**

When we receive your final confirmation, your job will be processed and the manufacturing will commence. This is generally a 3 week process, however, during busy periods it can take up to 5 weeks. DIY Australia will always do our best to get your kitchen ready in the shortest time possible. On completion of manufacturing, we will contact you to arrange pick up or delivery. We will have sent you a final invoice prior to this, and we require this payment to be finalised prior to delivery / pick up..

Thanks  
DIY AUSTRALIA