



BRANDED SHOWROOM GRAPHICS

Land Rover Pasadena
3485 E Colorado Blvd
Pasadena, CA 91107

Contact: Scott Kenley
Phone: 248.606.1814
eMail: skenley@imbranded.com

2

Job No. 577250
March 24, 2022

GoBy

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Installation Procedures

ArrivalTime

Arrival time has been scheduled with your Project Manager and the client. Please contact the PM if you are going to be later than the predetermined time so they can notify the client.

Inventory of Shipment

The installation team should conduct a physical inventory of all products shipped to the site. There are (2) color copies of the approved installation GoBy. The box containing the GoBys has a sticker on the outside. If there are any missing items or damage has occurred during shipping, please notify the PM immediately. Pictures should be taken of any damaged products. The PM will advise if we can install or a reprint will be necessary.

Walk Through with Onsite Contact

Upon arrival, a site walk-through should be conducted with the onsite contact using the supplied GoBy. Site issues, placements and any questions can be resolved immediately.

Upon installation completion, review the graphic placements and obtain the client's signoff of the Installation Completion Form. Note any issues or items that could not be installed and reason.

Installation Completion

Please do not leave the job site until after you speak to the PM

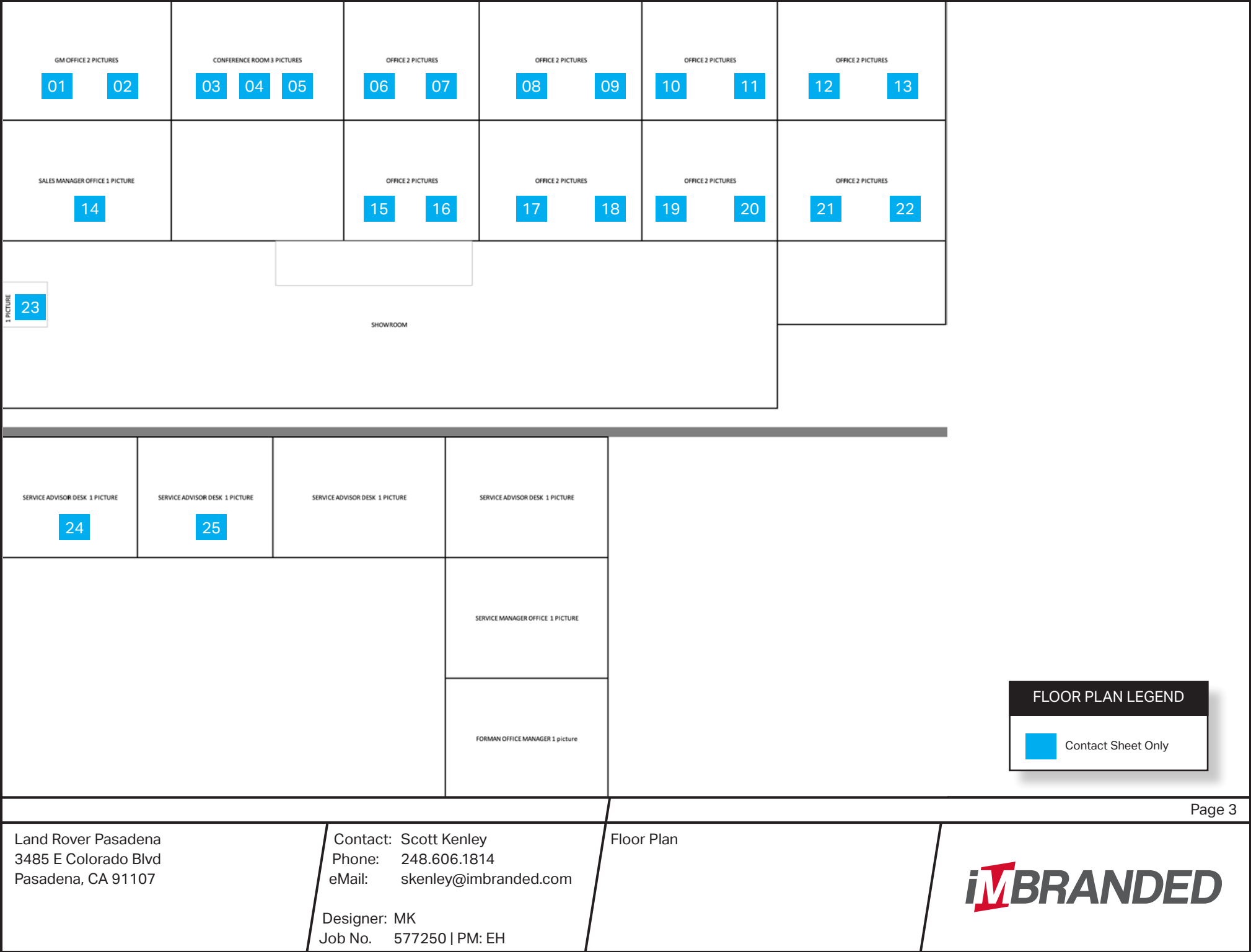
1. Contact the PM and provide status update, communicating any onsite changes to the approved GoBy or placement issues.
2. Confirm the lift can be called off.
3. Send completion photos of all graphics installed at the site. Photos should be sent to the PM within 24 hours of completion.
4. Have client sign the Installation Completion Form prior to departing the site. Note any issues or items that could not be installed and the reason.

NOTE: The Installation Completion Form and photos are required in order to process your invoice.

Project Manager: Erin Hemming

Phone: 866.717.4467

Email: ehemming@imbranded.com



StretchPrint 01 (60"w x 40"h) White Frame



Range Rover

StretchPrint 02 (60"w x 40"h) White Frame



Range Rover

StretchPrint 03 (60"w x 40"h) White Frame



Range Rover

StretchPrint 04 (60"w x 40"h) White Frame



Range Rover

StretchPrint 05 (60"w x 40"h) White Frame



Range Rover

StretchPrint 06 (60"w x 40"h) White Frame



Range Rover

StretchPrint 07 (60"w x 40"h) White Frame



Range Rover Velar

StretchPrint 08 (60"w x 40"h) White Frame



Range Rover Velar

StretchPrint 09 (60"w x 40"h) White Frame



Land Rover Defender

StretchPrint 10 (60"w x 40"h) White Frame



Land Rover Defender

StretchPrint 11 (60"w x 40"h) White Frame



Land Rover Defender

StretchPrint 12 (60"w x 40"h) White Frame



Land Rover Defender

StretchPrint 13 (60"w x 40"h) White Frame



Land Rover Defender

StretchPrint 14 (60"w x 40"h) White Frame



Land Rover Defender

StretchPrint 15 (60"w x 40"h) White Frame



Land Rover Defender

StretchPrint 16 (60"w x 40"h) White Frame



Land Rover Defender

StretchPrint 17 (60"w x 40"h) White Frame



Land Rover Heritage

StretchPrint 18 (60"w x 40"h) White Frame



Land Rover Discovery Sport

StretchPrint 19 (60"w x 40"h) White Frame



Range Rover

StretchPrint 20 (60"w x 40"h) White Frame



Land Rover Heritage

StretchPrint 21 (60"w x 40"h) White Frame



Land Rover Heritage

StretchPrint 22 (60"w x 40"h) White Frame



SVO Imagery

StretchPrint 23 (60"w x 40"h) White Frame



Land Rover Defender

StretchPrint 24 (60"w x 40"h) White Frame



SVO Imagery

StretchPrint 25 (60"w x 40"h) White Frame



SVO Imagery

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Contact: Scott Kenley
Phone: 248.606.1814
eMail: skenley@imbranded.com

Designer: MK
Job No. 577250 | PM: EH

Contact Sheet





INSTALLATION COMPLETION FORM

1 SITE INFORMATION

Customer Name: _____ Job#: _____
Address: _____
Site Phone Number: _____
Primary Site Contact Name: _____ Phone: _____
Alternate Site Contact Name: _____ Phone: _____
Alternate Site Contact Name: _____ Phone: _____
Site Arrival Date: _____ Time: _____

2 PRE-INSTALLATION PROCEDURE

- ☐ Introduction to Site Contact
- ☐ Verification of all products and equipment exist on-site
- ☐ Retrieval of Graphic GoBy and/or Millwork Plan from the materials
- ☐ Verify graphic/millwork areas are cleared for installation
- ☐ Walk site with Site Contact and review all areas for graphics/millwork

Pre-installation walk-through completed with:

Name: _____ Title: _____

3 POST-INSTALLATION PROCEDURE

- ☐ All graphics/millwork have been installed to match Graphic GoBy/Millwork Plan
- ☐ Graphics/Millwork installed in different areas per Site Contact Direction
(List changes in "Installer Job Notes" section)
- ☐ All graphics/millwork checked for quality
- ☐ All debris, trash, shipping materials, etc. are disposed of properly and work areas are clean after install

Use chart below for Millwork sign off for each room/location

Room Name/Number	Accepted	Declined	Notes

Please use chart(s) on next page for additional locations not already listed.

4 INSTALLER JOB NOTES

5 SITE CONTACT JOB NOTES

6 INSTALLATION SIGN-OFF

- ☐ Walk entire site with Site Contact after Installation Checklist is complete

I agree that the installation is either complete or is complete with the exception of the items listed in the notes above, which will be addressed in a timely manner.

Lead Installer: _____
Signature Printed Name Date

Site Contact: _____
Signature Printed Name Date

Please leave a copy of this completed, signed document with the Site Contact when possible.