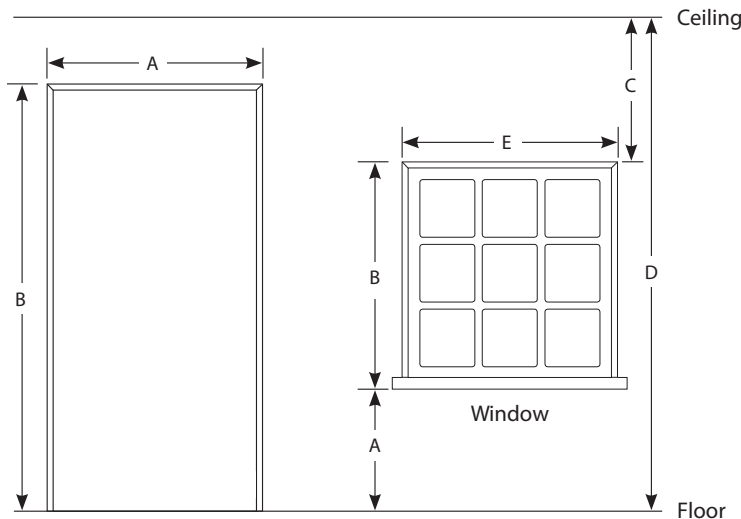
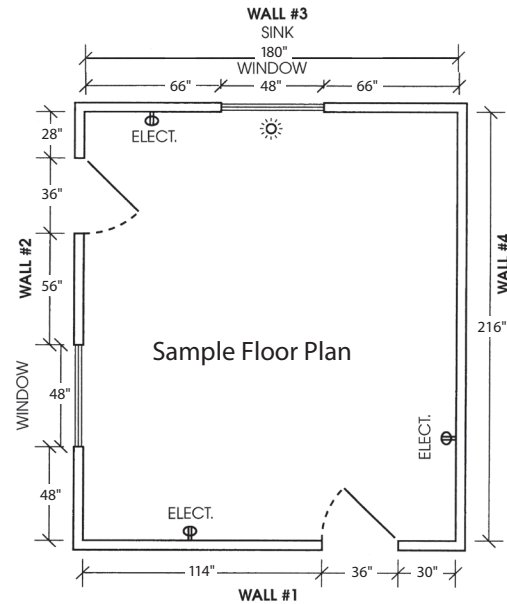


Client Name: _____
 Address: _____
 Phone: _____
 Email: _____
 Designer Name: _____
 Designer Phone: _____

A rough drawing of your space is useful and will help us with the design process. See below for a sample floor plan. Once you have dimensions and a basic sketch of your space, transfer the information to the grid on the next page. Here are some helpful hints to get you started.

Tips for Measuring Your Space

- Use a pencil to facilitate easy changes
- Measure in inches only
- Be sure to note all fixtures and utilities (with dimensions)
- Also note all electrical outlets/switches (with dimensions)
- Include location and size of windows and doors
- Note the size and location of existing appliances
- Indicate which way doors swing and into what rooms
- Breaks in walls and obstructions should also be noted
- Denote ceiling height and indicate any transitions, soffits and/or vents



How to Measure Windows and Doors

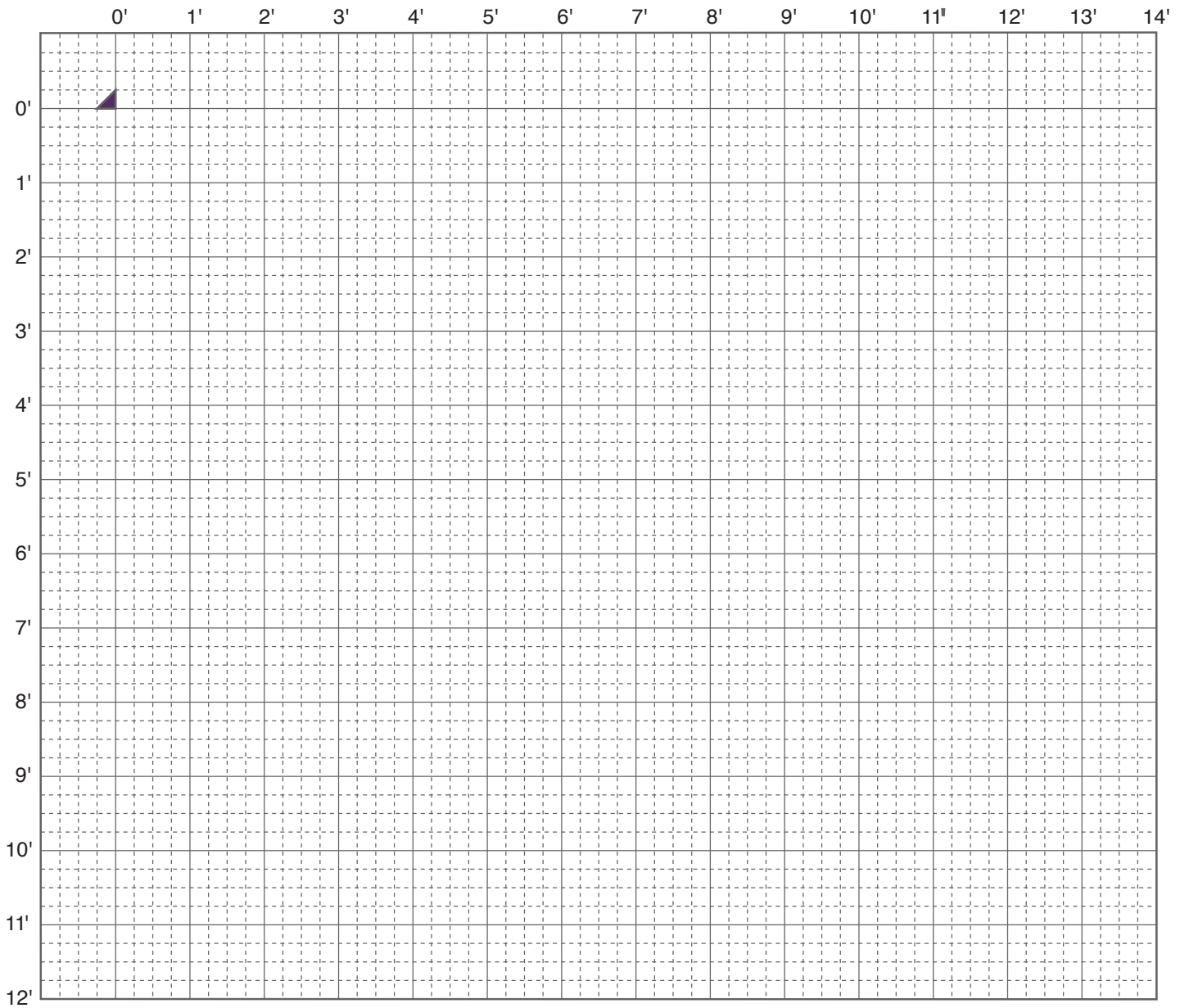
Measure each door and window and record in the grid below. Measurements should be from the outside edges of the window/door – trim to trim. All dimensions should be in inches.

	Measurement A Width of door	Measurement B Height of door
Door 1		
Door 2		
Door 3		
Door 4		

	Measurement A Floor to underside of window sill	Measurement B Underside of window sill to top of window molding	Measurement C Top of window molding to ceiling	Measurement D Floor to ceiling	Measurement E Window width from outside molding to outside molding
Window 1					
Window 2					
Window 3					
Window 4					



Draw your floor plan here. Remember that a great design hinges on precise measurements. Save time and money on your project by recruiting the professionals to measure your space before cabinetry and other room elements are purchased. Scale: 1/2" equals one foot, or each small square equals three inches.



Appliance Specs	Not Applicable	Existing	New	Brand	Model #	Dimensions Width x Depth x Height
Refrigerator						
Freezer (stand alone)						
Range						
Exhaust Hood (specify ducted or recirculating)						
Wall Oven						
Microwave (countertop)						
Microwave (built-in)						
Disposal						
Dishwasher						
Other (specify)						