Floor Plan
Make a sketch of your existing space, similar to the example below. When measuring windows and doors, include the trim.

Record all measurements in inches, rather than feet.

Bring the sketch to your designer.

Note Other Important Dimensions and Locations:

**Ceiling** – measure the height from floor to ceiling in several places around the room

**Soffit** – measure depth of soffit and measure floor to soffit as well as floor to ceiling

**Plumbing** – note the center of the plumbing

**Heating** – note the locations of the heating/air-conditioning registers

**Electrical** – note the locations of the range outlet, electric outlets and switches

**Appliances** – if keeping existing, note height, width and depth, or give specifications of new items