

E-DESIGN MEASURING & IMAGE GUIDE

For each room we are designing please follow these steps.

FLOOR PLAN

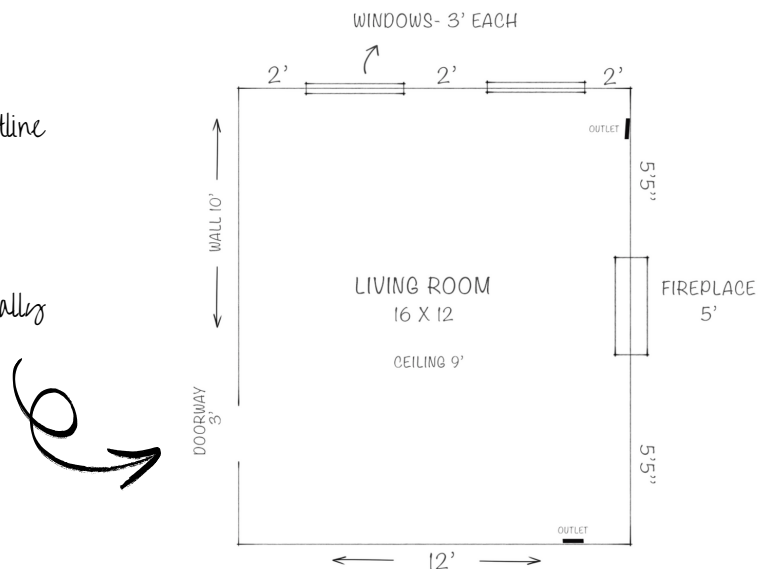
- Draw the approximate shape of the room. *It does not need to be perfect!*
- Mark each wall North, South, East and West.
- First, using a tape measure, measure the overall width and length of the room and the ceiling height.
- Next, measure each wall separately. Measure along the baseboard for the length of the wall, from one corner of the wall to the other.
- Please notate the location of any architectural features such as windows, doors, fireplaces or bays.
- Architectural features also need to be measured. When measuring doors and windows please provide dimensions for the openings themselves, as well as overall measurements including any casings or decorative molding.
- If you have a fireplace please include dimensions of the floor surround.

VISUAL:

when drawing your room the outline must be from a bird's-eye view.

It does not have to be to scale.

correct measurements is what really matters!



WALL ELEVATION

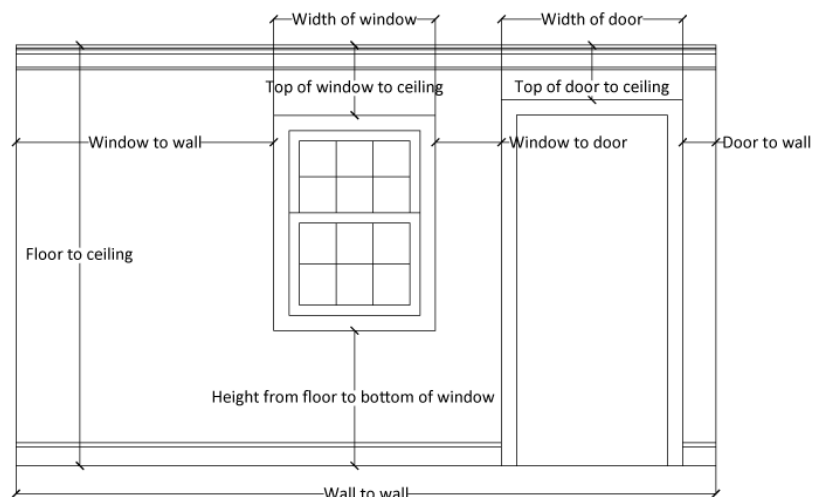
Required for any wall with architectural features.

- Sketch the overall shape of the wall and include the approximate location of any:
 - windows
 - doors
 - existing lighting (ex. sconces)
 - fireplaces
 - radiators
 - light switches
 - Mounted televisions or other features
- Then measure the location of each item on the wall (make sure measurements are anchored to the floor and the adjacent wall).
- Measure the overall ceiling height. If you have crown or decorative molding please take a second measurement which notates the height from the floor to the bottom of the molding.
- When measuring fireplaces please include the mantle width and distance (height) between the mantle and the ceiling.
- Label each elevation North, South, East or West so that I can match them up with the floor plan.

VISUAL:

When drawing the elevation it does not have to be to scale.

Again, what is most important are correct measurements!



ROOM IMAGES

For each room we are designing please provide the following images.

- Overall room image taken from each corner of the space (4 photos total).
- Image of each wall face on. Try to capture part of the floor, ceiling and adjacent walls if possible.
- Detail (close range) images of any lighting, tile, flooring, or furniture you would like to keep in the room.

EXISTING FURNITURE

Please provide dimensions (width, depth, overall height, arm height) of any furniture you would like to keep and incorporate into the design of your room.