





This guide will give you step-by-step instructions on how to measure and create a floor plan (aerial view) of your space. This information will provide your contractor with everything they need.

## You Will Need:



Tape Measure



Pen/Pencil



This Measuring Guide

Name:

Phone:

Email:

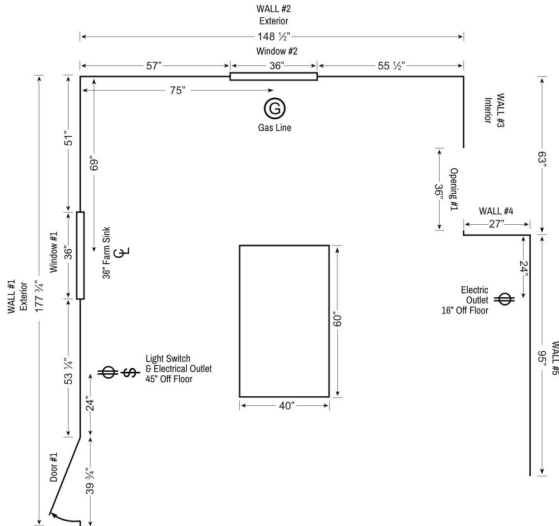
Door Style/Finish:

Time Zone:

Eastern     Central     Mountain     Pacific

Contractor:

Please use the example below for your reference while creating the floor plan of your space.



**Utility/Mechanical Legend:** Use these symbols on your floor plan.

⊕ Center Line

⚡ Light Switch

▲ 220V (Electric Stove)

⊕ Outlet

⊙ Gas

## Step 5: Ceiling Height

Accurate ceiling height measurements are very important when determining which wall cabinets and crown molding you want in your new kitchen. It is very important to take several measurements as the height can vary in different spots in the room. Many older homes have soffits above their wall cabinets that need to be taken into consideration when creating your design.



**TIP**

Measure height in 3 areas and record the shortest dimension.

### A = Ceiling Height

Ceiling Height: \_\_\_\_\_

**Soffits** (the area between the top of the wall cabinet and the ceiling).

Does the room have soffits?

If yes, please mark the diagram to the right.

Yes       No

Do you plan to keep the existing soffits?

Yes       No

### Please check any additional items you are interested in adding:

- |   |   |   |   |
|---|---|---|---|
| <input type="checkbox"/> Base Board Molding           | <input type="checkbox"/> Garbage Roll Out Cabinet     | <input type="checkbox"/> Microwave Shelf        | <input type="checkbox"/> Utensil Drawer         |
| <input type="checkbox"/> Crown Molding                | <input type="checkbox"/> Glass Doors                  | <input type="checkbox"/> Open Shelves           | <input type="checkbox"/> Pot Drawers - 30" only |
| <input type="checkbox"/> Crown Molding on the Ceiling | <input type="checkbox"/> Lazy Susan / Tray            | <input type="checkbox"/> Valance                | <input type="checkbox"/> Wine Rack              |
| <input type="checkbox"/> Light Rail Molding           | <input type="checkbox"/> Pot & Pan Roll Out           | <input type="checkbox"/> Roll Out Trays         | <input type="checkbox"/> Wall Glass Rack        |
| <input type="checkbox"/> Deco Door Panels             | <input type="checkbox"/> Microwave Base Cabinet - 27" | <input type="checkbox"/> Spice Pull Out Cabinet | <input type="checkbox"/> Wood Hood              |

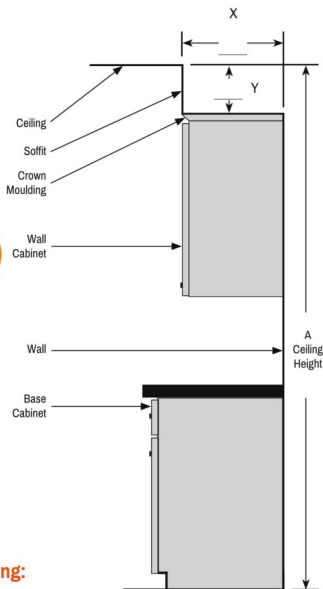
## Step 6: Photos & Submit

Now that you have completed the measuring guide, it is time to take some photos of your current space. Make sure to include pictures of each wall that will contain cabinets.



**TIP**

Include photos of any special obstacles that you may have found difficult to include in your drawing.



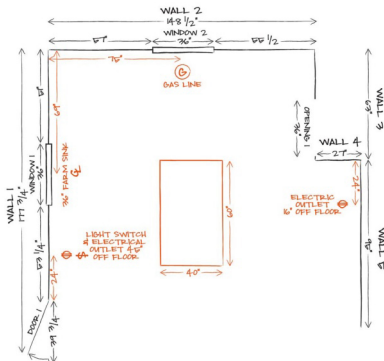
**Submit Measurements:**

Email: Attach the measuring guide and pictures and email to your contractor.

Thank you for completing your measuring guide. Please contact your contractor.

## Step 3: Obstacles

- Locate and measure obstacles such as electrical outlets, vents, pipes, radiators, ect.
- Record any islands you already have or wish to add.
- Record and Number each obstacle on the grid.



## Step 4: Appliances

Common appliances typically come in standard sizes but it is important that we have the measurements. Luxury appliances such as cooktops, range hoods, warming drawers and wine coolers are available in many sizes.



**TIP**

Check your manufacturer specification sheets and installation manuals for sizes.

### Range

Brand/Model

Width

Depth

Height

### Microwave

Brand/Model

Width

Depth

Height

### Refrigerator

Brand/Model

Width

Depth

Height

### Dishwasher

Brand/Model

Width

Depth

Height

### Cook-Top

Brand/Model

Width

Depth

Height

### Oven

Brand/Model

Width

Depth

Height

### Hood

Brand/Model

Width

Depth

Height

### Other

Brand/Model

Width

Depth

Height

## Step 1: Measure Your Space

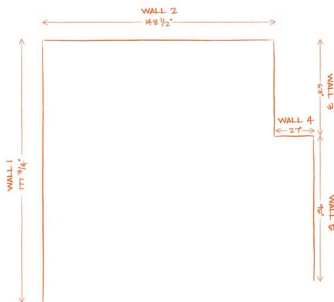
- Starting in the left corner, measure each wall in the space that will contain cabinets and record those measurements (in inches) on the "Floor Plan Design Grid" located on the last page of this Measuring Guide.

- Number each wall on the floor plan.



**TIP**

Be sure to measure the full length of each wall.



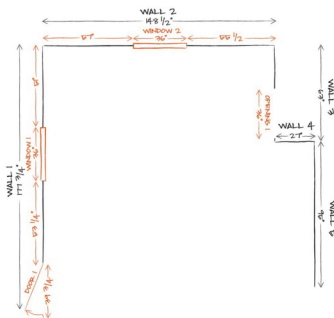
## Step 2: Doors, Windows, Room Openings

- Locate and measure doors, windows and room openings.
- Record and number each door, window & opening on the grid.
- Record the dimensions in the measurement charts below.



**TIP**

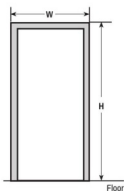
When measuring doors, windows and room openings include the trim/casing in the dimensions.



## Door/Opening Measurements

\*Label on Floorplan using the corresponding numbers below

Opening or Door	Width	Height	Notes:
1			
2			
3			
4			



## Windows Measurements

\*Label on Floorplan using the corresponding numbers below

Window	Width	Height	Notes:
1			
2			
3			
4			

