### WHAT YOU WILL NEED:

# 1. TAPE MEASURE (25' IS BEST!) OR A LASER MEASURE

### 2. PENCIL OR PEN, AND A NOTEPAD (DIGITAL IF YOU'RE AN IPAD PRO)

# PROCESS:

1. ROUGH SKETCH!

Leave all of your assumptions that you can't sketch at the door! This can and will be imperfect, it's the dimensions themselves that get us to where we're going in the end.

#### 2. GRAB YOUR MEASURING TOOL!

Your tapemeasure or laser pointer should accommodate for the largest dimension in the room.

#### 3. GET STARTED!

Think big to small. Measure the overall dimensions of the room first, and work your way to the smaller details. The next page shows some examples of how to do this in both plan and elevation views.

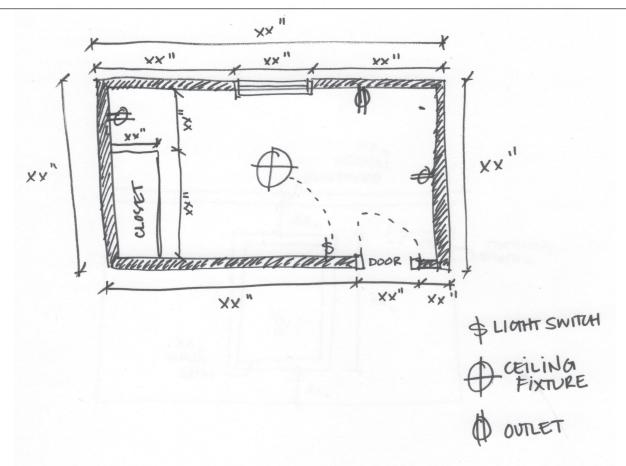
### 4. NOTE & MEASURE THE SMALL STUFF.

Small... but important! Take note on your sketch of where the below items are, and any other key fixtures or unique details in the space:

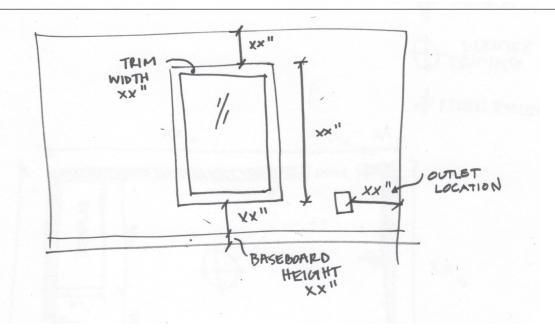
- Closets
- Outlets
- Switches
- Doors (note width and height)
- Windows (width, height, trim, and height from floor)
- -Baseboard Height
- Air Returns
- Light Fixtures
- Ceiling Height



# PLAN SKETCH



ELEVATION (WALL) SKETCH





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