

BEFORE YOU START

- Record every measurement in inches — use exact fractions or decimals, never round.
- Write clearly enough that someone else could read your numbers back to you.
- Have one person do all the measuring and recording, so nothing gets counted twice or skipped.

ROOM OUTLINE, WALLS & CEILING HEIGHT

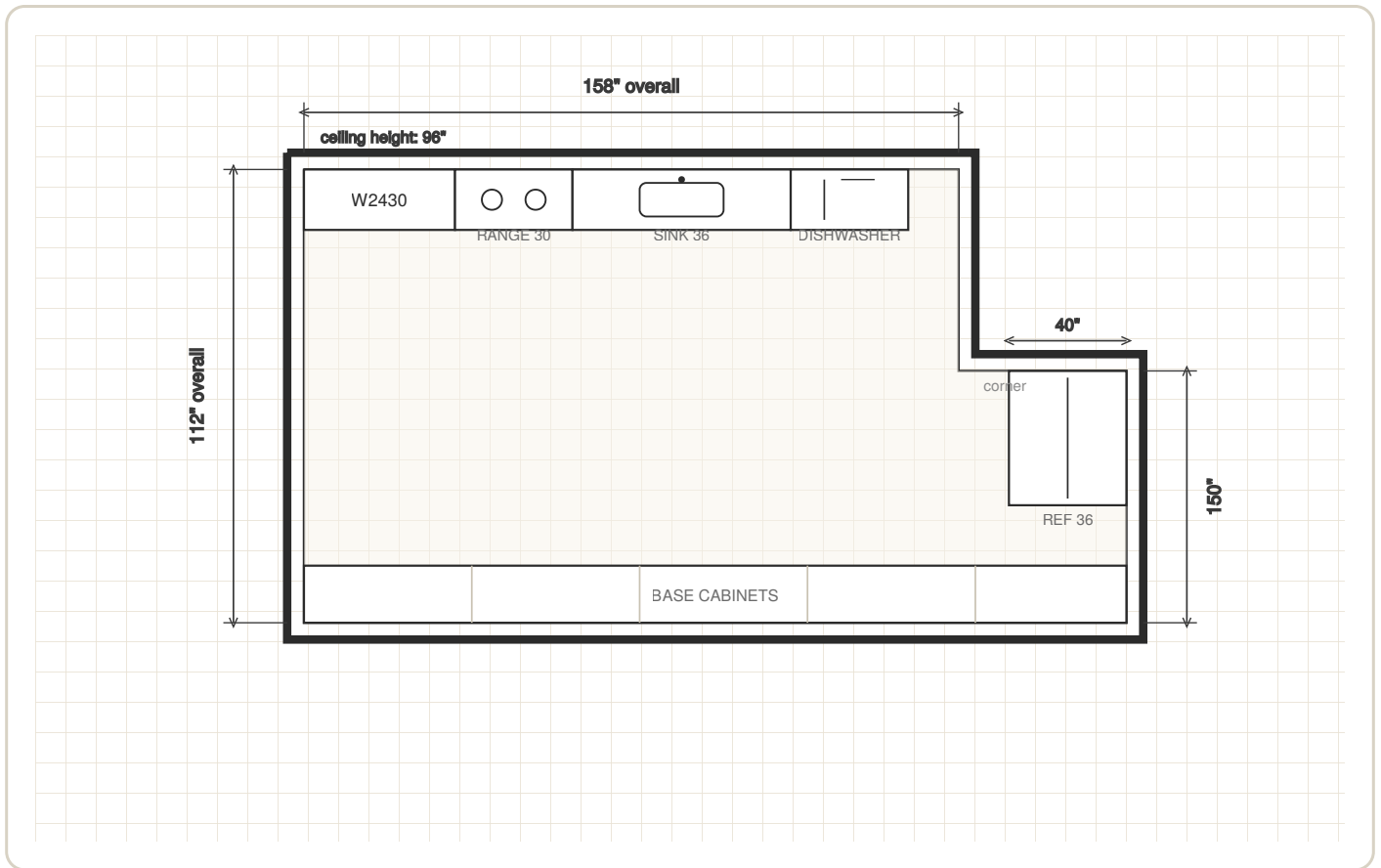
- Sketch a simple outline of the room's shape before you measure anything.
- Starting at any corner, measure each wall to the next corner and keep going until you're back where you started.
- Record the ceiling height from the finished floor up to the ceiling (or to the bottom of a soffit, if there is one).

WINDOWS & DOORWAYS

- Measure each window's width and height, trim included.
- Record the distance from the floor up to the bottom of each window.
- Working around the room, measure from the nearest corner to the outside edge of each window or door casing.

APPLIANCES & FIXTURES

- Measure the width, height, and depth of the sink and every appliance (manufacturer spec sheets work too).
- Locate the sink first — measure from the nearest wall corner to its center.
- From the sink, measure out to each appliance: note which side the dishwasher sits on, and measure from the wall corner to the edge of the range and the refrigerator.



STEPS FOR AN ACCURATE MEASUREMENT

1. Sketch the Room

- Draw a simple shape that matches your room's layout.

2. Record Wall Lengths & Ceiling Height

- Measure each wall from corner to corner.
- Measure ceiling height floor-to-ceiling — don't include existing cabinets in that number.

3. Mark Doors & Windows

- Show each doorway and window on your sketch, with its width and the distance from the nearest corner.

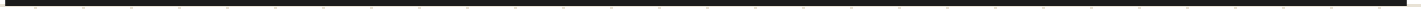
4. Add Appliance Locations

- Mark the sink, range, and refrigerator, noting each one's width and distance from the nearest wall.



YOUR SKETCH

Draw your room to scale below



DATE	
NAME	
ADDRESS	
EMAIL	
PHONE	
STYLE	

CEILING HEIGHT	_____ inches
DROP-DOWN / SOFFIT CEILING?	☐ Yes ☐ No
CABINETS TO THE CEILING?	☐ Yes ☐ No
CROWN MOLDING?	☐ Yes ☐ No
ASSEMBLY NEEDED?	☐ Yes ☐ No
DELIVERY NEEDED?	☐ Yes ☐ No
IF DELIVERY — PHONE # OF RECEIVING CONTACT	

APPLIANCE	EXISTING OR NEW	SIZE (W X H)
Electric Range	☐ Existing ☐ New	
Gas Range	☐ Existing ☐ New	
Cooktop	☐ Existing ☐ New	
Oven	☐ Existing ☐ New	
Hood	☐ Existing ☐ New	
Warming Drawer	☐ Existing ☐ New	
Microwave	☐ Existing ☐ New	
Refrigerator	☐ Existing ☐ New	
Dishwasher	☐ Existing ☐ New	
Disposal	☐ Existing ☐ New	
Wine Cooler	☐ Existing ☐ New	
Sink	☐ Existing ☐ New	
Farm Sink	☐ Existing ☐ New	