

# PROJECT MANAGEMENT GUIDE

Use this form as a guide to help you create your dream kitchen

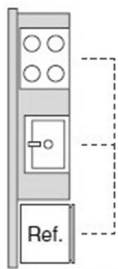
Understanding your space is important. You need to know how much you can fit in and what layout is going to work. (A guide on how to measure your room is detailed on following page).

## PRIORITIES

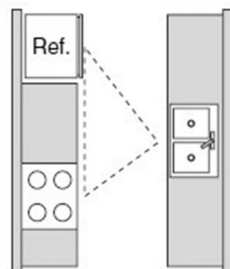
Write a list of all the things that are important to you to have in your desired space. Taking into consideration; layout, good workflow, storage and lighting.

Our Pre-Selection Forms are designed to help you with choosing the items you require.

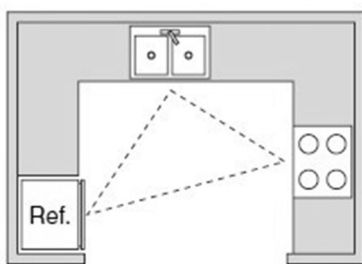
## BASIC KITCHEN LAYOUT



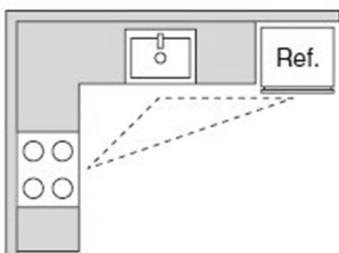
Single Wall



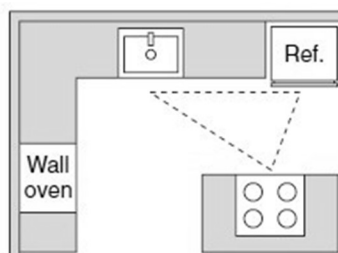
Galley



U Shaped



L Shaped



L Shaped with  
Island

## DRAW

Measure height and width of your space; include measurements for windows, light switches, lights, plugs and plumbing.

Our printable Design Grid Template is there for you to draw your room / space to scale.

## DESIGN

The easiest way is to start from the corners and work your way into the centre of each wall.

- Plan the base cabinets and pantries first, and then add wall and utility cabinets.
- Allow space for any appliances.
- Note: We require the make and model number of any appliances to ensure a correct manufacture and fit.
- Remember: Any exposed cabinet ends require a coloured end panel. These come in a standard 16mm thickness (with the choice to upgrade). Make sure you allow enough room to include them.
- Filler or packer panels: allow these panels against walls for scribing. As walls are not always completely square, these are important safety margins. Packer panels can also be used either side of appliances for spacing and between base/wall cabinets and pantry/fridge end panels.

## CHECK, DOUBLE CHECK and CHECK AGAIN

Compare your plan against your checklist. Double check all measurements. And check it all again.

Does your design cover all the points in your checklist? Is the kitchen user friendly? Are you happy with it? Take the time during this planning process to get it right first time.

## PLACE ORDER

Once you are happy with your plan, you can go ahead and select the items you need and submit it for a quote. You have not committed to anything until you authorize the confirmation we send you.

## INSTALLATION TIPS

*Removal:* Allow 1 day to remove your old kitchen.

*Installation:* Allow 1-2 days to install your new kitchen.

- Note: This does not allow for any structural changes, repairs, painting or floor laying etc.
- Make sure you have all the tools you need. Most important: Drill with square head drill piece and levels.
- Note: Will the painting, wallpaper, floor laying etc be done before or after the kitchen is installed? If it is to be completed after, you need to know what type of flooring is to be laid and allow for this when designing your kitchen

# MEASURING YOUR SPACE

To get the most accurate measurement use a metric tape and measure in millimetres

Designing your room starts with the measurements. Getting it right from the start is essential. If you would like one of our team to come out and measure for you, contact us to arrange an appointment. Alternatively, print our [Design Grid Template](#) to help you with your measurement and design process.

## Getting started:

- A: Height of the room - floor to ceiling / bulkhead
- B: Length and width of the room
  - wall to wall
  - wall to outside of doorway architrave
- C: Height from floor and ceiling/bulkhead to outside of window frame
- D: Location of any power points and light switches
- E: Location of service points – i.e. plumbing
- Other: Location of any other permanent fixture

