



# PLANNING GUIDE

MasterRewards # (Design I.D.#) \_\_\_\_\_

Submission Date \_\_\_\_\_

CONTACT INFORMATION

Center # \_\_\_\_\_ Salesperson \_\_\_\_\_

Center Fax # \_\_\_\_\_ Center Phone # \_\_\_\_\_

Center Email Address \_\_\_\_\_ **Return of Completed Quote/Design:**  Email  Fax

Member Name \_\_\_\_\_ Member # \_\_\_\_\_

Member Phone/Cell \_\_\_\_\_ Member Email Address \_\_\_\_\_

**Request Manufacturer Cabinet Designer Consultation:**  Consultation can be scheduled between 9 a.m. – 4 p.m. central time.

Please supply best phone number to be reached at for consultation \_\_\_\_\_

BUDGET / PROJECT INFORMATION

We want to be prepared to design within your budget, as that will minimize the time needed to make revisions.

What is your budget range for cabinetry? \_\_\_\_\_

**CABINET BRAND** \_\_\_\_\_ Custom quoting is available for some brands.

ROOM	DOOR STYLE	WOOD TYPE	STAIN	GLAZE	DISTRESSING
Kitchen					
Bath 1					
Bath 2					

Please include full names in table--no codes or abbreviations. Approximate installation date \_\_\_\_\_

Construction option: Box Construction \_\_\_\_\_ Drawer Constructon \_\_\_\_\_

Drawer Glides \_\_\_\_\_ Door/Drawer Closing Option \_\_\_\_\_

Project type:  Remodel  New Construction Professional Installation?  Yes  No

YOUR INFORMATION

How many people in family? \_\_\_\_\_ Ages of children: \_\_\_\_\_

Primary cook's height: \_\_\_\_\_  Right-handed  Left-handed

Secondary cook's height: \_\_\_\_\_  Right-handed  Left-handed

Disability/medical considerations: \_\_\_\_\_

Please check one:  I want an eating area in the kitchen  I have a separate dining room

Do you entertain frequently?  No  Yes, Formally  Yes, Informally

Other activities that take place in kitchen:  Homework  Hobbies  Bill Paying/Filing  Canning  Laundry

Storage needs:  Recycling  Large Pots & Pans  Wine  Bulk Food Items  Collectibles/China

# IDENTIFY YOUR NEEDS

STORAGE OPTIONS

CHECK THE STORAGE OPTIONS YOU WOULD LIKE TO INCLUDE:\*

- |   |   |   |  |
|---|---|---|--|
| <input type="checkbox"/> A. Base Pantry             | <input type="checkbox"/> F. Box Column Pullout      | <input type="checkbox"/> K. Base Easy Access      | <input type="checkbox"/> P. Cutlery Insert Wood Insert |
| <input type="checkbox"/> B. Pegged Drawer Organizer | <input type="checkbox"/> G. Sink Base SuperCabinet™ | <input type="checkbox"/> L. Wall Easy Access      | <input type="checkbox"/> Q. Cookbook Recipe Organizer  |
| <input type="checkbox"/> C. Wall Message Center     | <input type="checkbox"/> H. Pantry Pullout          | <input type="checkbox"/> M. Segmented Super Susan | <input type="checkbox"/> R. Cookbook Rack              |
| <input type="checkbox"/> D. Base Pantry Pullout     | <input type="checkbox"/> I. Spice Rack              | <input type="checkbox"/> N. Recycling Cabinet     | <input type="checkbox"/> S. Base Roll Tray Divider     |
| <input type="checkbox"/> E. Pots and Pans Solutions | <input type="checkbox"/> J. Toekick Drawer          | <input type="checkbox"/> O. Wastebasket Cabinet   | <input type="checkbox"/> T. Deep Bin Lazy Susan        |



EMBELLISHMENTS

WHAT EMBELLISHMENTS/ACCESSORIES WOULD YOU LIKE TO INCLUDE:\*

- |  |  |   |   |
|--|--|---|---|
| <input type="checkbox"/> A. Apothecary/Spice Drawers   | <input type="checkbox"/> G. Breadbox                         | <input type="checkbox"/> L. Resin/Glass Inserts | <input type="checkbox"/> Decorative Hearth          |
| <input type="checkbox"/> B. Wine Rack/Wine Cubes       | <input type="checkbox"/> H. Interior Cabinet Lighting        | <input type="checkbox"/> Bookcases              | <input type="checkbox"/> Decorative Legs/Feet       |
| <input type="checkbox"/> C. Sliding Towel Rack         | <input type="checkbox"/> I. Under/Above-the-Cabinet Lighting | <input type="checkbox"/> China Display Cabinet  | <input type="checkbox"/> Decorative Overlays        |
| <input type="checkbox"/> D. Sliding Vegetable Bin      | <input type="checkbox"/> J. Mullion Doors                    | <input type="checkbox"/> Corbels                | <input type="checkbox"/> Decorative Range Hood      |
| <input type="checkbox"/> E. Wine Glass Holder          | <input type="checkbox"/> K. Prep for Glass Doors             | <input type="checkbox"/> Decorative Fluting     | <input type="checkbox"/> Roll Trays/Sliding Shelves |
| <input type="checkbox"/> F. Built-in Microwave Cabinet |  | <input type="checkbox"/> Decorative Hardware    | <input type="checkbox"/> Spice Rack                 |



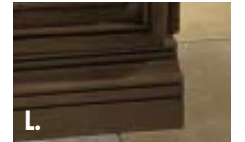
\*Please see your kitchen designer for availability. All items shown on this page are not available in ALL cabinet brands nor are they exact representation for all brands. Not all options shown.

# IDENTIFY YOUR NEEDS

## MOULDING OPTIONS

CHECK THE MOULDING OPTIONS YOU WOULD LIKE TO INCLUDE:\*

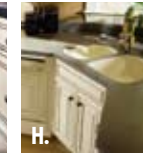
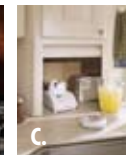
- |   |  |  |   |
|---|--|--|---|
| <input type="checkbox"/> A. Tall Moulding Stack         | <input type="checkbox"/> E. Cornice Crown Moulding | <input type="checkbox"/> I. Georgian Crown with Dentil | <input type="checkbox"/> Custom                       |
| <input type="checkbox"/> B. Short Moulding Stack        | <input type="checkbox"/> F. Shaker Crown           | <input type="checkbox"/> J. Classic Crown Moulding     | <input type="checkbox"/> Other (Please Specify) _____ |
| <input type="checkbox"/> C. Traditional Crown with Rope | <input type="checkbox"/> G. Arts & Crafts          | <input type="checkbox"/> K. Decorative Light Rail      |   |
| <input type="checkbox"/> D. Shaker Stack                | <input type="checkbox"/> H. 3" Crown Moulding      | <input type="checkbox"/> L. Base Moulding              | <input type="checkbox"/> None                         |



## CORNER OPTIONS

CHECK THE WALL CORNER OPTION THAT YOU WOULD PREFER:\*

- |  |   |
|--|---|
| <input type="checkbox"/> A. Diagonal Wall w/ Lower Door          | <input type="checkbox"/> D. Diagonal Wall           |
| <input type="checkbox"/> B. Diagonal Wall w/Tambour & Lazy Susan | <input type="checkbox"/> E. Easy Reach Wall         |
| <input type="checkbox"/> C. Diagonal Wall w/ Tambour             | <input type="checkbox"/> Diagonal Wall w/Lazy Susan |



CHECK THE BASE CORNER OPTION THAT YOU WOULD PREFER:\*

- |   |   |
|---|---|
| <input type="checkbox"/> F. Diagonal Base Cabinet           | <input type="checkbox"/> J. Deep Bin Lazy Susan             |
| <input type="checkbox"/> G. Segmented Super Susan           | <input type="checkbox"/> K. Blind Corner w/Roll-Out Storage |
| <input type="checkbox"/> H. Sink Base                       | <input type="checkbox"/> Lazy Susan w/Revolving Door        |
| <input type="checkbox"/> I. Lazy Susan w/Center hinged Door |   |



## OTHER OPTIONS

Are you interested in staggered height wall cabinets? (See example A.)  Yes  No

Are you interested in staggered depths on wall cabinets?  Yes  No

*(Staggered depth is recommended with staggered height for crown moulding install)*

Are you interested in staggered depths on base cabinets? (See example B.)  Yes  No

Would you be interested in:  Island  Bar  Desk Area

What primary purpose should the island/bar serve?

Sink  Cooktop  Food Preparation  Serving  Eating

Would you like the bar to be:  One Level  Multi-Level (See example C.)

Would you like the bar to be:  Standard Height (40½")  Other: \_\_\_\_\_

Would you like to include material that matches your cabinets to finish the raised bar wall?  Yes  No

If Yes, please specify type.  veneer panel  authentic doors



\*Please see your kitchen designer for availability. All items shown on this page are not available in ALL cabinet brands nor are they exact representation for all brands. Not all options shown.

# IDENTIFY CRITICAL INFORMATION

APPLIANCE SPECIFICATIONS

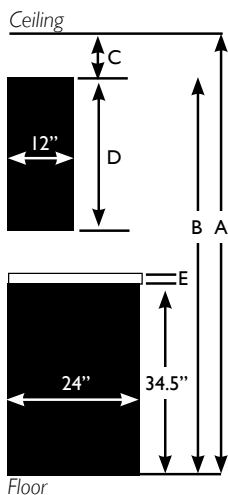
Please fill in the appliance information below completely and accurately. Note: A cabinetry order cannot be placed without appliance dimensions. We want your order to proceed in a timely manner, so please provide this information early on in the design process.

	Brand & Model	Width	Height	Depth	Wood Panels	Other Info.
Refrigerator*					YES or NO	
Range						
Range Hood						
Cooktop						
Single Oven						
Double Oven						
Microwave						
Over-the-Range microwave						
Dishwasher #1					YES or NO	
Dishwasher #2					YES or NO	
Sink						Single or Double
Auxiliary Sink						Location:
Compactor					YES or NO	
Wine Cooler					YES or NO	
Warming Drawer					YES or NO	
Washer					YES or NO	
Dryer						
Television						

\* For height of refrigerator, measure to top of hinges.

ROOM INFORMATION

We strongly recommend that you have the person who is installing the cabinetry measure and record the following dimensions (Please record dimension in INCHES.)



- A. Ceiling Height \_\_\_\_\_
- B. Cabinet Height \_\_\_\_\_  
*If staggered, list different heights.*
- C. Soffit/Open Height \_\_\_\_\_
- D. Wall Cabinet Height \_\_\_\_\_  
*If staggered, list different heights.*
- E. Countertop Thickness \_\_\_\_\_

Window Number	Height*	Width*	Off Floor	From Ceiling
1				
2				
3				
4				
5				
6				

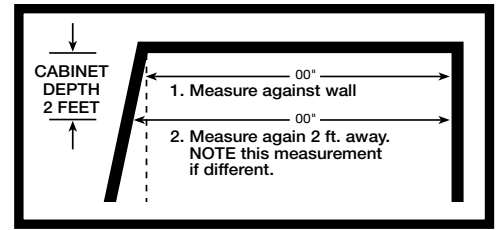
\*Please include window trim in the width and height dimensions.

# MEASURING YOUR ROOM

Having accurate measurements will help our team design your room accurately. Follow the directions below.

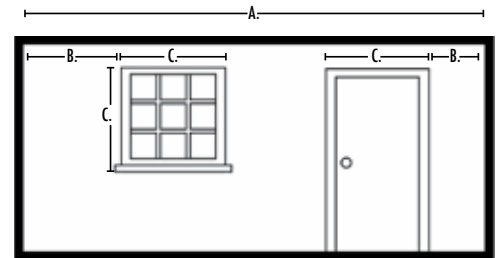
## A. FINISH WALL TO FINISH WALL LENGTH

Measure the room from finish wall to finish wall. Don't measure from baseboard to baseboard moulding. Record this information. *(If new construction, add for drywall.)*



## B. CORNERS TO WINDOWS/DOORS

Measure the distance from corners to any windows or doors. **Stop at the outside of the door's (or window's) trim edge.** Repeat around the entire room and record this information.



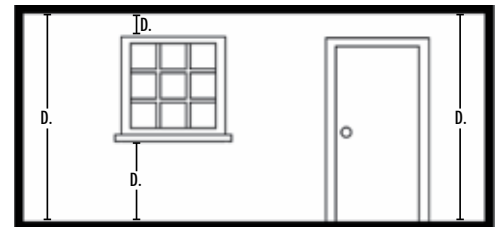
## C. DOORS AND WINDOW OPENINGS

**Measure the height and width of each door, from outside trim edge to outside trim edge, and record this information.** In the same way, measure every window and record. If you plan to replace the trim (or the window), make sure you use the new dimension in your measurements.

**TIP:** Walls can often be crooked. When measuring along a wall, be sure to measure the same space about two feet away from the wall. Also, measure wall length at 36" above the floor and on the floor. If uneven, you must note it in your Kitchen Layout Grid on page 6. This will help get the most accurate design and kitchen.

## D. FLOOR TO CEILING/ABOVE AND BELOW WINDOWS

Measure from floor to ceiling in several spots, in case the floor is uneven. Record this information. Measure from the floor to the bottom of the window sill, and the top of the window trim to the ceiling. Record this information.



## E. APPLIANCES AND SINK

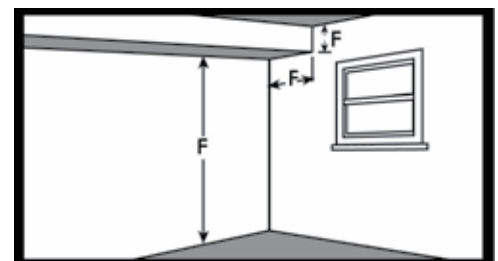
Measure all other permanent items, including appliances, sinks, or tables. Record this information. Measure the distance from corners to any appliance. Stop at the outside of the appliance. Repeat around the entire room. Note the location of light switches, electrical outlets, gas and water lines, which may dictate the placement of cabinetry. Also note all floor and/or wall vents.

**TIP:** If you are getting new appliances, measure them and record the information.

**TIP:** Remember to measure the height of your refrigerator to determine the right height for a wall cabinet above the refrigerator. For accuracy, measure to top of the refrigerator door hinge.

## F. Soffit Area

The space between your wall cabinets and countertops should be no less than 17 1/2". So if your kitchen has soffits, you will need to note this in your drawing. Also, measure the soffit depth to ensure that the cabinets do not extend out from the existing soffits. Record this information.



# KITCHEN LAYOUT GRID

DRAW YOUR KITCHEN LAYOUT

Write clearly in ink; please draw a layout of your kitchen, including dimensions of appliances, all walls, doors, windows and other openings including casing sizes and heights of windows off the floor and down from the ceiling. (Please record dimensions in INCHES.) You, as the member, are responsible for accuracy of this design. The more accurate and detailed information you provide, the more likely to receive an accurate design in a timely manner.

