

Project Design Syllabus

(For Most Project Types) Schedule of Events with Designer

Meeting Schedule	Meeting Agenda	Homework Assignments (due before next meeting)
Site Visit: Clients Home	House Measure Priority List	Call Previous Clients on Reference List (if interested)
Design Review: Design Center	Review Initial Ideas, Budgets, Allowances, and Finishes Design Agreement (Design Deposit) \$	Appliances Research and Communicate Design and Style Preferences
1st Meeting: Design Center	Specific Cabinetry and Floor Plans Begin Finishes Selections: Countertops, Cabinet Colors	Plumbing Fixture Selections Flooring Selections Countertop Full Slab Viewing (due before 5 th meeting)
2nd Meeting: At House	Final Measure and Investigation Sub-Contractor Visits	
3rd Meeting: Design Center	Cabinetry Layout Update Cabinetry Door Styles and Details Lighting & Electrical Plan	Light Fixture Selections Tile Splash Selections
4th Meeting: Design Center	Confirmations for All Selections & Cabinet Plan Review Project Specifications Draft Select Cabinet Hardware	Review Project Specifications in Detail Select Preliminary Paint Colors Review Project Schedule
Contract Meeting: Anywhere	Sign Contract Receive Final Project Schedule	
Final Meeting: At House	Finalize Paint Selection	

All meetings after this will be scheduled on project schedule, and/or communicated with project manager.