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## KBS PLANNING GUIDE

At KBS, we can help you all along the way, from start to finish, in the planning, design and completion of your new kitchen or bath space. To speed the process and to eliminate as much stress for you as possible, we've created this **Planning Guide** to help you answer some important questions.

- What DON'T you like about your current home?
- Create a "wish list" for your new project, and then number the items in order of importance.
- What items (ie: cabinetry, flooring) do you want to put the most money into?
- If necessary, what items are you willing to save dollars on?
- How much can you realistically afford to spend? Setting a budget beforehand will make the process easier for you and could save you money.
- What style of kitchen or bath do you want? Start saving pictures from magazines if you aren't sure.
- Is the kitchen the beginning point for remodeling other rooms in your home?
- Are there time constraints for the work? If the project absolutely has to be finished by a certain date, please let us know first thing, so that we may help you meet your deadline.
- If you plan on making big changes to your home, what functions or activities do you want to plan for in this space? (ie: adding a fireplace, desk area or adding a table instead of the current breakfast bar).
- How will your family change over the next few years? Will you become "empty nesters," or new parents?
- Do you plan on selling your home in the next couple of years or do you plan on retiring in it?
- Do you plan on doing any of the work yourself?
- Do you do a lot of entertaining? If you do, it's true...everyone always flocks to the kitchen so you may want to consider major structural changes, such as moving a wall or window?

Kitchen and Bath Source, LLC

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## THE KBS HOME IMPROVEMENT PROCESS

### Getting Started

- Gather a scrapbook of notes, photos, and articles that you have collected. Get together with your family and ask them for their input and wish lists.
- Establish a budget you can live with.
- Draw a rough sketch of your floor plan and take measurements (or, if building, get floor plan from architect or builder).
- Set a start and completion date for your project
- Call us to make an appointment, or stop into our showroom.

### Visiting Our Showroom

The first time you stop into our showroom we will...

- Answer any questions you may have.
- Review and/or assist you in establishing a budget.
- Discuss your scrapbook of ideas (if you have one).
- Discuss your floor plan (if you have one) and go over some design ideas.
- Discuss your plans for utilizing the room you will be remodeling.

### If You Like What You See...

- We will come to your home and take measurements.
- We will create a design, and draft perspectives, elevations, and a floor plan.
- We will provide you with a price.
- We will set up a meeting for you to discuss the design and pricing and discuss any potential modifications you would like to make.

### The Installation Process

- If necessary, we will make arrangements with your builder, architect, and/or designer to coordinate the installation.
- If necessary, we will refer you to a qualified, licensed, insured installer
- To ensure a quality installation, we will meet the installer at our showroom to discuss the details of your plan and installation.

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## HINTS FOR REMODELING YOUR HOME

Prior to enjoying the pleasures of your new kitchen, there is, of course, construction. In order to make it as easy as possible, we invite you to take advantage of the great tips we've put together for you.

- In the weeks before the work begins, keep a list of all those restaurants you've been meaning to try. When the microwave gets old, your list will come in handy for a quick escape!
- Before the cabinets arrive - decide on a safe enclosed area for the cabinets and appliances to be delivered to. Usually the garage is a good location.
- Pack up the kitchen (or bathroom) well before the remodel. While it's a great time to "spring clean" your shelves, don't forget to label the storage boxes well. This will make the unpacking process a lot easier and a lot more fun! Items that are fragile should be marked accordingly and stored in an area away from the construction.
- Plan a location outside of the area where the remodeling is being done to act as your temporary kitchen. Don't forget:
  - The fridge!
  - You maybe able to temporarily move everything you need...except the kitchen sink!
  - Consider where your "water source" will be in relation to your temporary kitchen.
  - Microwave (and a freezer stocked with microwavable meals!)
  - In a fond farewell to you old kitchen, spend some time in it, cooking. Make family favorites and throw them in the freezer. We promise you...you'll thank yourself later!
  - Coffee Maker (don't forget to put the filters and coffee close at hand too!)
  - Utility utensils, such as: can opener, bottle/wine opener, sharp knives, and microwavable dishes.
  - Toaster
  - Keep the basics handy: butter, salt & pepper, favorite spices
  - Dining area/table
  - Tell the kids you're picnicking...use paper plates & napkins as well as disposable silverware.
  - Cleaning supplies and dishtowels
- If it's a bathroom remodel, pretend you're packing to go on a trip. Remember the hairdryer and curling iron!
- Don't forget about your pets! If there isn't an area in your home to keep them safely away from construction, especially during certain phases - it maybe a perfect time to treat your pet to a vacation at the kennel or a play date at a friend's home.
- Decide in advance where you'd like the installers to store their tools.
- Dust...there's just no way to avoid it! If there is a fish tank or electrical equipment in close proximity to the work - remember to keep everything well covered!

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## THE KBS GUIDE TO MEASURING YOUR KITCHEN SPACE

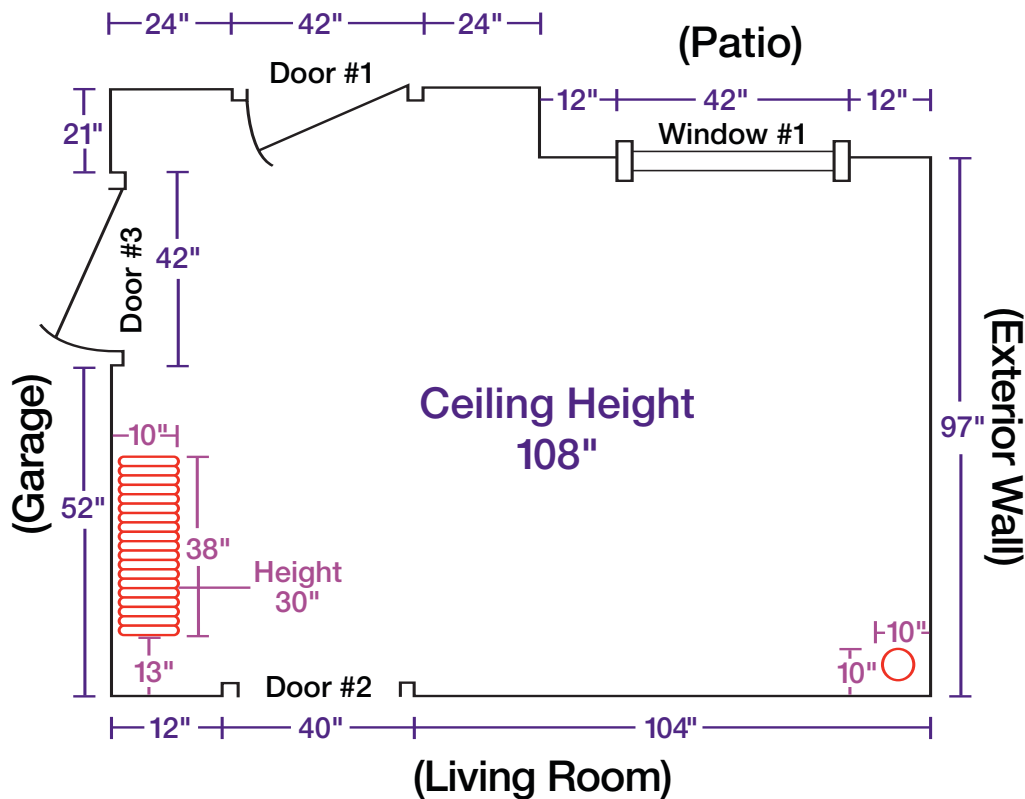
Below is a step-by-step guide for drawing and measuring your kitchen. Each step is color coded and matches the corresponding color in the sample drawing below. To make it easier to draw your kitchen we have provided a grid that can be printed and used as grid paper.

### NOTES:

- If you are remodeling, do not include current cabinetry or other furniture that will not be kept, such as kitchen tables, in your measurements.
- All of your measurements should be in inches. For example, if you measure a wall that is 10 feet, write it as 120" – a quotation mark (") denotes inches.

### SAMPLE DRAWING

Follow this sample as a guide for creating the rough drawing of your kitchen space.

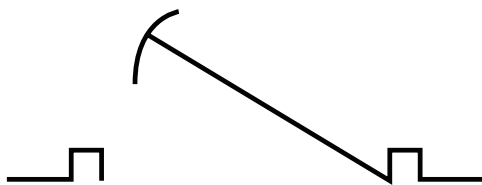


## STEP 1

Draw a rough outline of your kitchen.

Use the following symbols in your drawing for doors and windows.

For doorways with doors, draw the doorway according to which way the door swings.



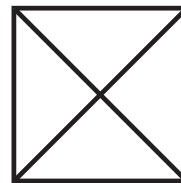
(Doorway with Door)



(Doorway w/o Door)



(Window)



(Obstruction)

## STEP 2

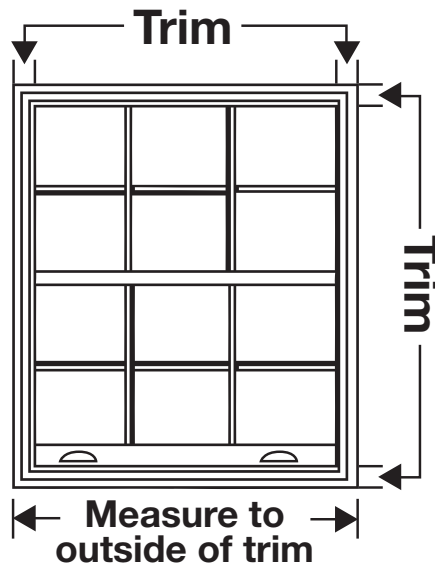
Draw in any obstructions such as radiators, pipes, sink plumbing, etc. that you either cannot, or do not, want moved.

- continued -

### STEP 3

A) Beginning at the top left corner of your drawing measure to the first window, door, or wall. Continue clockwise around the room until each wall, window and door has been measured.

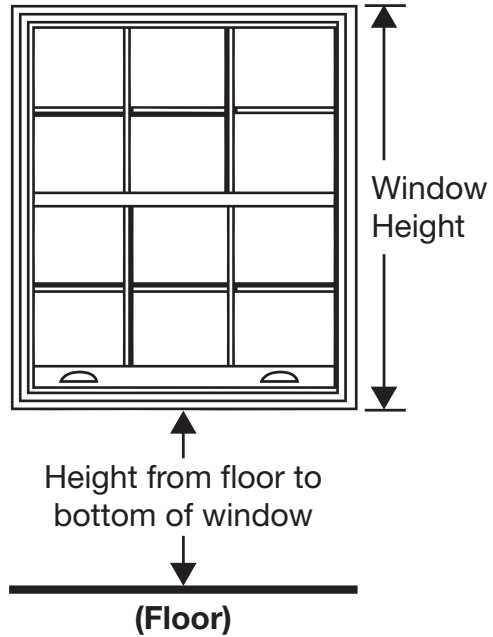
**Note:** When measuring doors and windows the trim is considered part of the door or window. As shown in this drawing, measure from the outside of the trim on one side to the outside of the trim on the other side.



B) Measure the ceiling height and write it in the center of your drawing. Sometimes, especially with older homes, it is a good idea to take measurements in a few different areas of the kitchen. Ceiling heights, even in the same room, can sometimes vary by as much as a few inches.

- continued -

C) As shown in this drawing, measure from the floor to the bottom of each window and also measure the overall window height. If you have printed these instructions, write the measurements in the table provided below.



	Distance from Floor to Bottom of Window	Height of Window Including Trim
Window #1:	(inches)	(inches)
Window #2:	(inches)	(inches)
Window #3:	(inches)	(inches)
Window #4:	(inches)	(inches)
Window #5:	(inches)	(inches)
Window #6:	(inches)	(inches)



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**STEP 4**

A) Beginning at the top left of your drawing, label the windows "Window #1", "Window #2", etc. in a clockwise order.

B) Again, beginning at the top left of your drawing, label the doors "Door #1", "Door #2", etc. in a clockwise order.

C) Next to each wall, write the name of the adjacent room. If the wall is an "outside wall" write "exterior wall."

**STEP 5**

A) Measure any obstructions such as radiators, pipes, etc. that you either can not, or do not, want moved. If the obstruction is close to a wall, measure out from the wall to the edge of the obstruction.

B) Measure from the second closest wall to the edge of the obstruction.

C) If the obstruction does not span the full height of the room, measure the height of the obstruction.

**STEP 6**

Check your measurements. If your room is rectangular add up the measurements of the parallel walls and make sure they match (or are at least very close). For example, in our sample drawing, you would take the overall measurements of the top wall and add them together. Then do the same with the bottom wall. Once you have added each wall's measurements, check the totals to see if they match.

Top Wall:	$24" + 42" + 24" + 12" + 42" + 12" = 156"$	} These 2 measurements should match
Bottom Wall:	$12" + 40" + 104" = 156"$	
Left Wall:	$21" + 42" + 52" = 115"$	} These 2 measurements should match
Right Wall:	$18" + 97" = 115"$	

**FINAL STEP**

Bring your drawings and measurements into **Kitchen and Bath Source** for a no-obligation consultation and get your kitchen renovation started!

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