

Measurement Guide

BEFORE YOU START

- Record all measurements in inches (do not round)
- Make sure that all recorded measurements are clearly legible
- Assign one person to determine and record all measurements

RECORD CEILING HEIGHTS & WALL LENGTHS

- Draw an outline of the room
- Record the ceiling height on your outline
 - o Measuring from the floor to the ceiling or base of the soffit
- Record the wall lengths on your outline
 - o Start in one corner of your project area and measure to an adjacent wall
 - o Continue around the room until all necessary walls have been measured

MEASURE WINDOWS

- Include all window trim as part of the measurements for windows
- Measure and record each window's width, height, and the distance from the window to the floor on the outline
- Add window locations to your outline
 - o Start at the corner of any wall that contains a window and measure to the outside trim or edge of the window
 - o Continue around the room until all necessary windows have been added to your layout

MEASURE APPLIANCES

- Measure or research and record the width, height, and depth of your sink and all appliances
- Add the sink location to your outline
 - o Start at the corner of the sink wall and measure to the center of your sink
- Add the appliance locations to your outline
 - o Notate the location of your dishwasher in relation to your sink (left or right) if applicable
 - o Start at the corner of the range wall and measure to the edge of your range
 - o Start at the corner of the refrigerator wall and measure to the edge of your refrigerator

ROOM OUTLINE EXAMPLE

