

- Walk the perimeter of the house and sketch the outline

- Add all doors, windows and opening to your sketch

- Measure all of these items, and also the gaps between them, ideally in millimetres (mm)

- Take overall measurements of the house

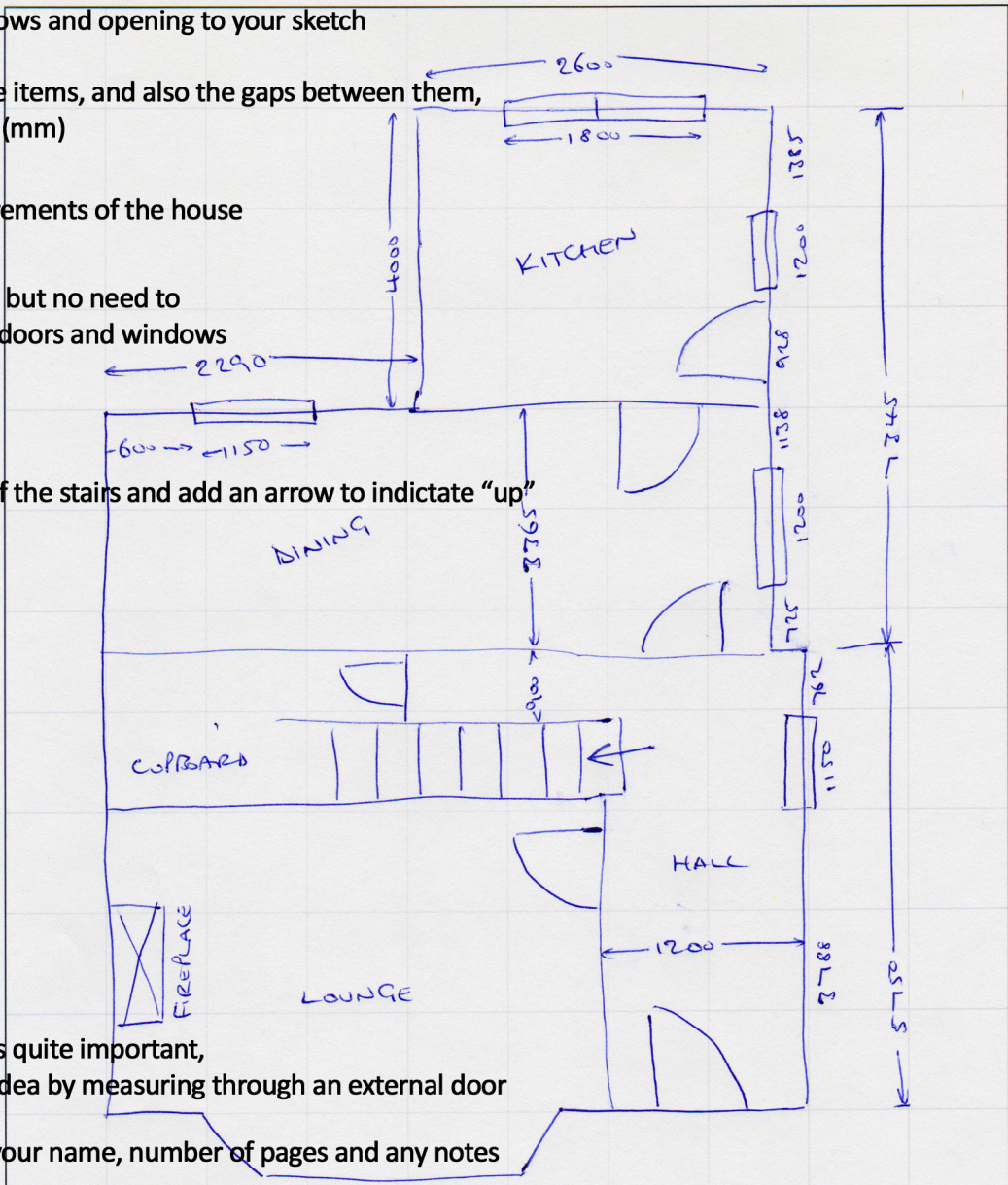
- Do the same inside, but no need to re-measure external doors and windows

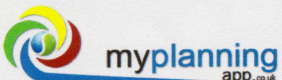


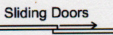





- Name each room

- Mark the location of the stairs and add an arrow to indicate "up"

- The wall thickness is quite important, you can get a rough idea by measuring through an external door

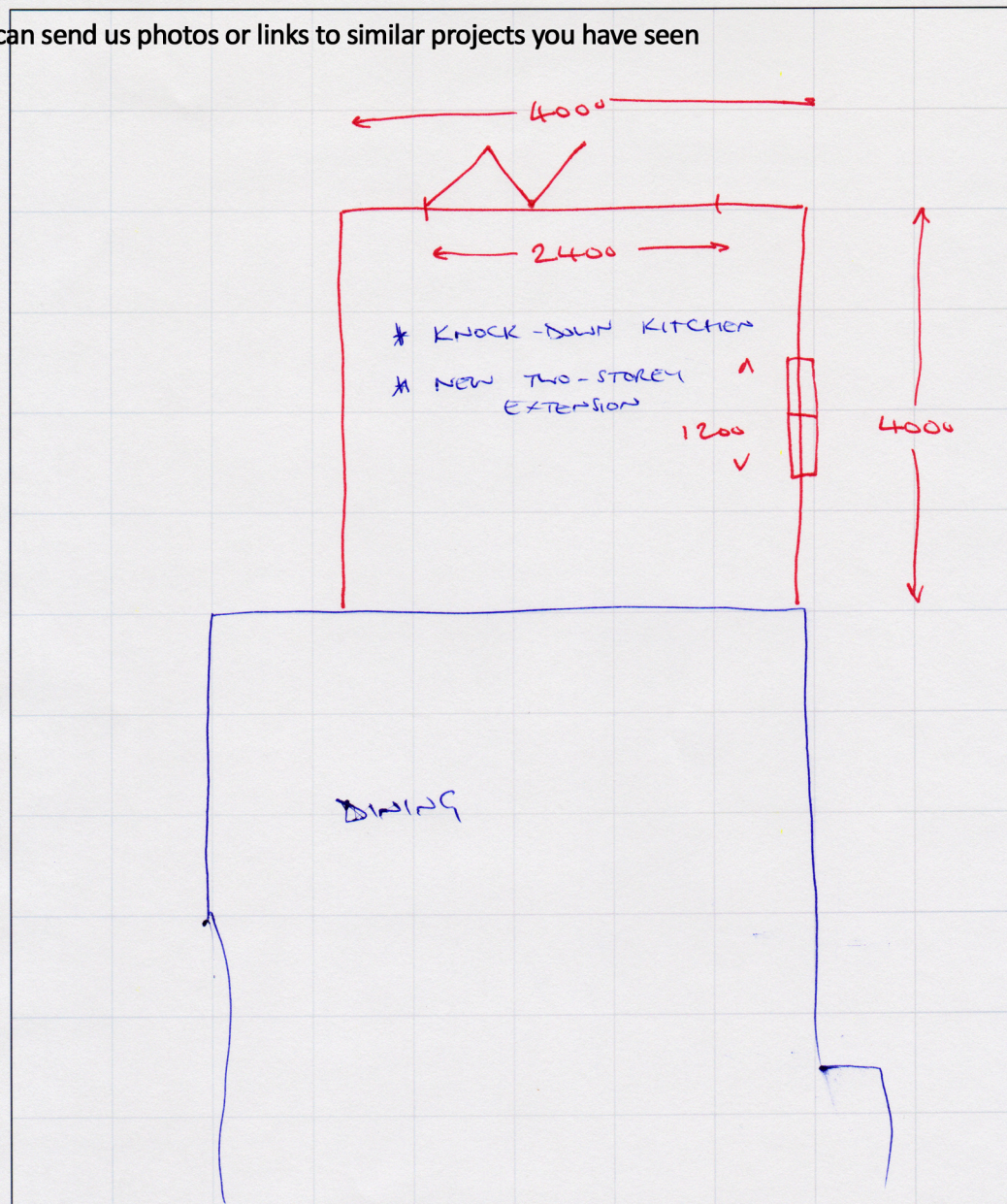
- Remember to add your name, number of pages and any notes



Name: SMITH		Page Number 1 of 6
Floor / Level: GROUND		Ext. wall thickness: 300 Int. wall thickness: 100 Notes: EXISTING
Legend: <div style="display: flex; justify-content: space-around; align-items: flex-start;"> <div>  Door  Window </div> <div>  Sliding Doors  Folding Doors </div> <div>  Basin  Bath </div> <div>  Shower  Toilet </div> </div>		

That's it! Now just upload your sketches or photograph and email them.

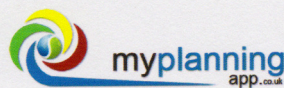
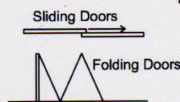
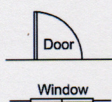
- This drawing just needs to get your point across
- Using colours can help but a description of the proposal is always better
- You can send us photos or links to similar projects you have seen



Name: SMITH

Floor / Level: GROUND

Legend:



Page Number 6 of 6

Ext. wall thickness:

Int. wall thickness:

Notes: