

*Dear Alia*

# FLOORPLAN MEASURING AND PHOTOGRAPHY GUIDE

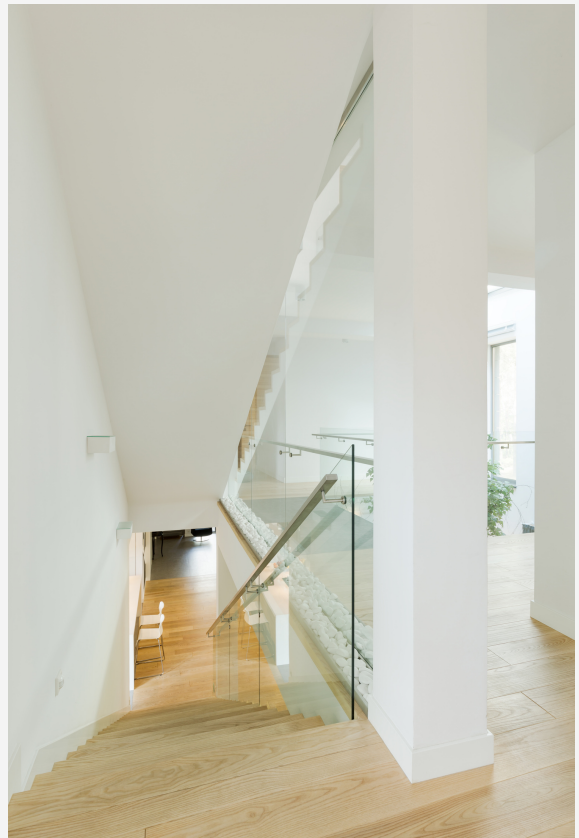
Materials:

Hard Measuring Tape (50 foot or more)

or Laser Measurer

Pen/Pencil and White Plain Paper

Phone Camera/Camera



## YOUR GO TO

# DEAR ALIA FLOORPLAN MEASURING GUIDE

01

### BASIC SKETCH



Start by drawing a basic sketch of the room. Don't worry, nothing fancy is required, a simple hand drawn sketch will work. Please refer to example drawing) Please use inches in your measurements. You can use decimal points (40.5 " rather than 40 1/2")

02

### PLEASE TRY TO BE ACCURATE

I will rely on the measurements in the E-Design, so please try to be as accurate as possible.



03

### WINDOW AND DOOR OPENINGS

In the sketch leave room for window and door openings. Note these measurements in your sketch. For the width of the windows and doors, you can include the window trim and door trim in your measurements. You can then measure the distance between the walls and windows or doors. Please indicate which way the doors swing open.



04

### HEIGHT OF WINDOWS AND DOORS

Include the height of windows and doors in your sketch. For the windows, you can also include the measurement from the floor to the bottom of the sill and from the top of the sill to the ceiling. (Refer to Window Measuring Guide)



## YOUR GO TO

# DEAR ALIA FLOORPLAN MEASURING GUIDE

05

## CEILING HEIGHT AND ORIENTATION

Include the height of the ceiling of the room.

If you know the orientation of your room (North, East, South, West), that is very helpful to add. If not, don't worry!



06

## FEATURES

Include any measurements for relevant architectural features, such as: built ins, fireplaces, radiators, outlets, light switches or hardwired lighting fixtures etc.



07

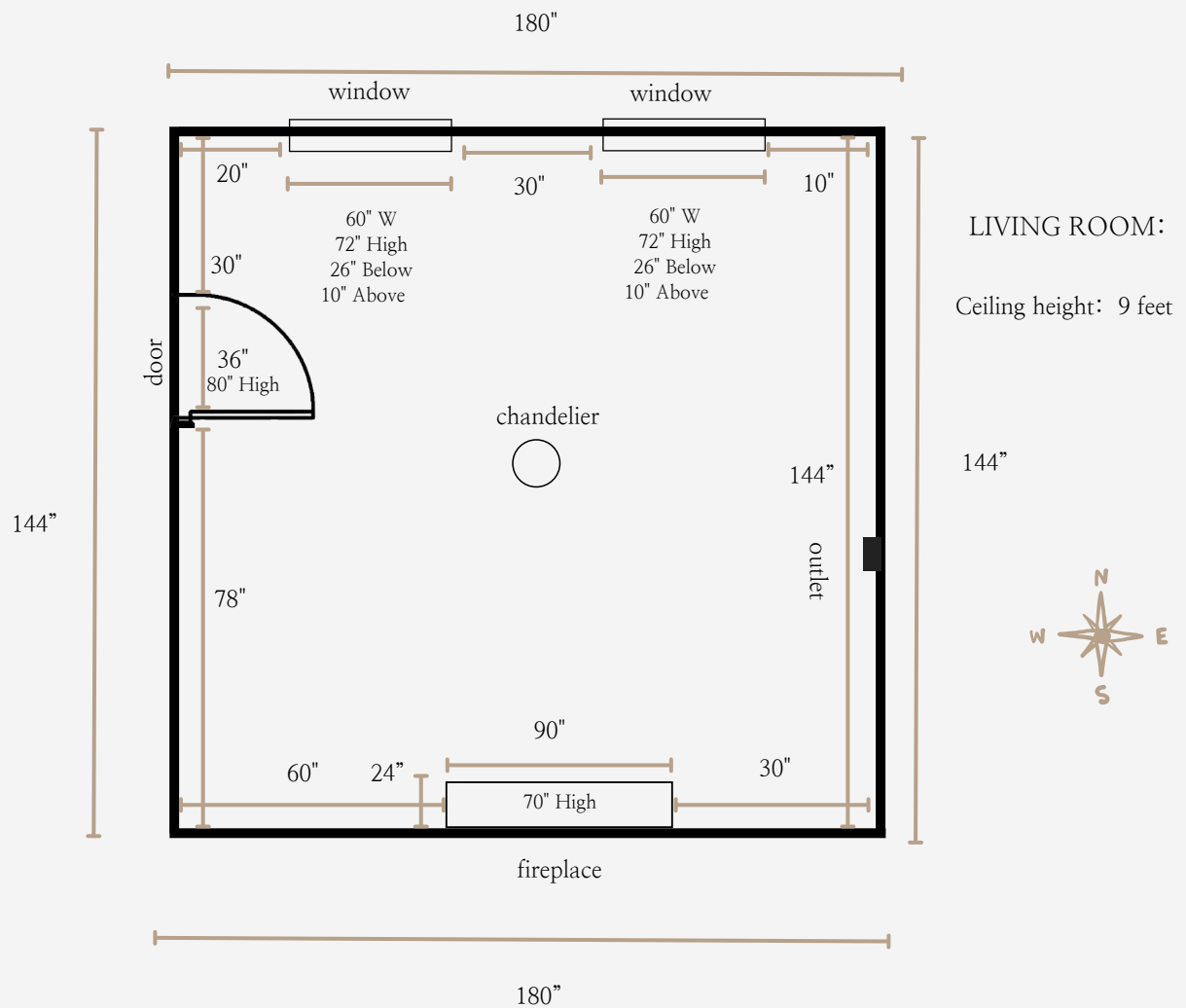
## WALL ELEVATION

If the height of the ceiling varies, please provide a wall elevation to indicate that. (Refer to Wall Elevation Guide)



If there are narrow staircases or low hanging ceiling lights be sure to note them. Dear Alia will use these as guidelines in product selection. It is up to the homeowner/client to make sure that product selections will fit through passages, elevators and staircases in your home/condo for the purpose of delivery. Dear Alia is not responsible for any product selections or returns that do not fit for the purpose of delivery.

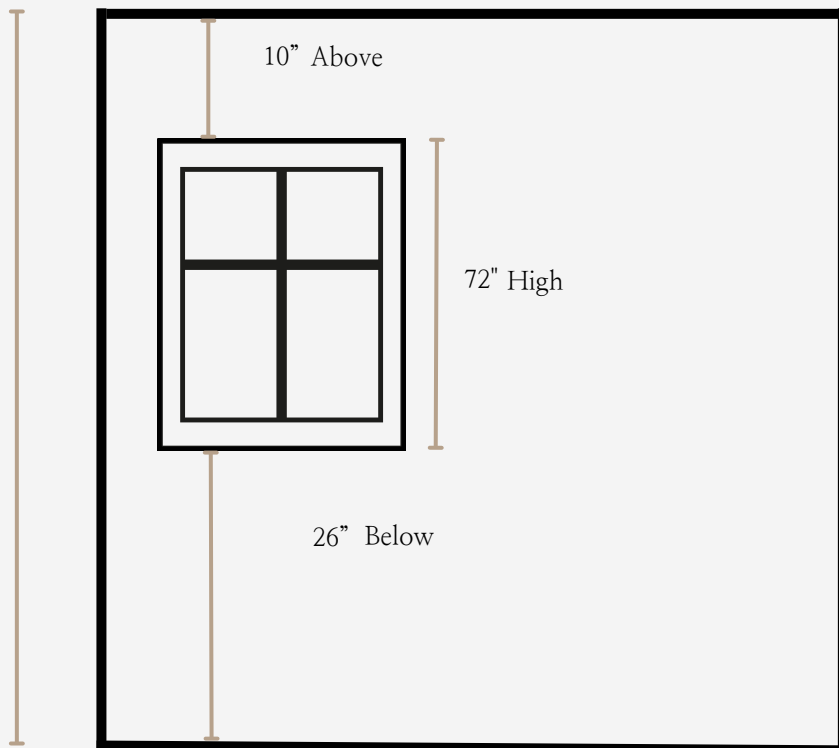
# DEAR ALIA FLOORPLAN MEASURING GUIDE



Snap a picture of your floorplan using your phone 

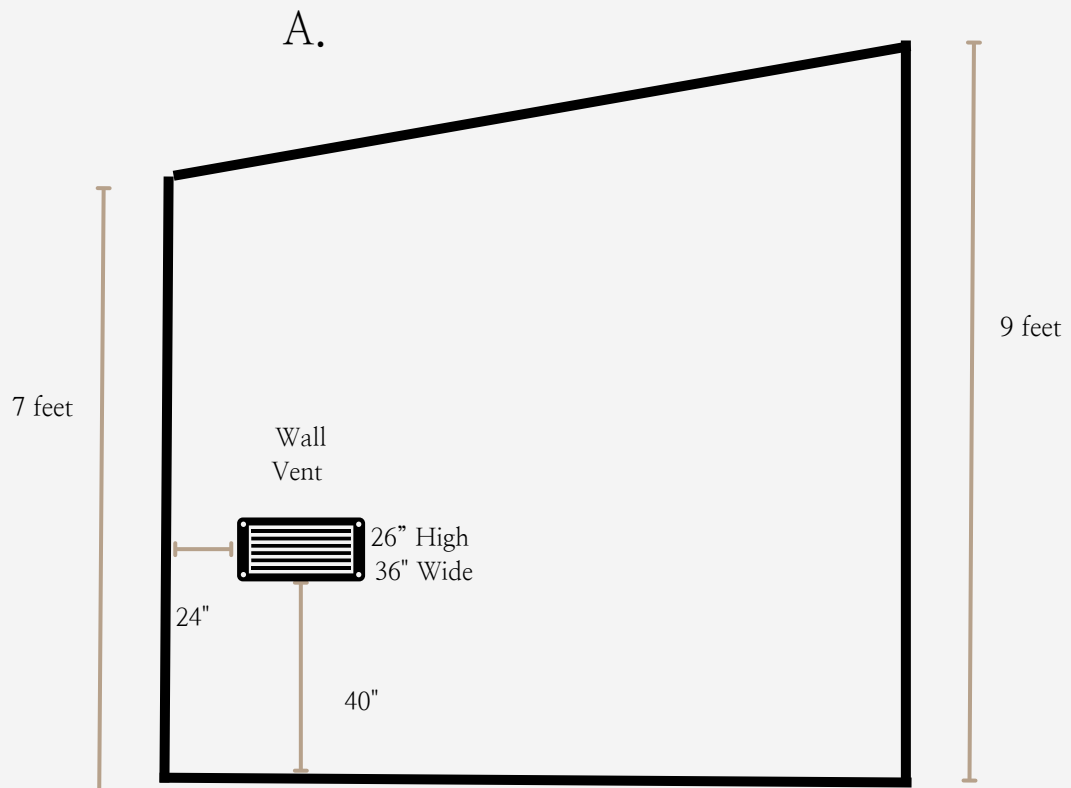
# DEAR ALIA WINDOW MEASURING GUIDE

Ceiling height: 9 feet



Include the height of windows and doors in your sketch. For the windows, you can also include the measurement from the floor to the bottom of the sill and from the top of the window trim to the ceiling.

# DEAR ALIA WALL ELEVATION GUIDE



If the height of the ceiling varies in your room, please provide a wall elevation to indicate that. You can also include any relevant features on the wall, such as vents etc. You can label this drawing A,B,C or D and include that letter on the floorplan to indicate which wall this elevation is referring to.

Snap a picture of your elevation/s using your phone.



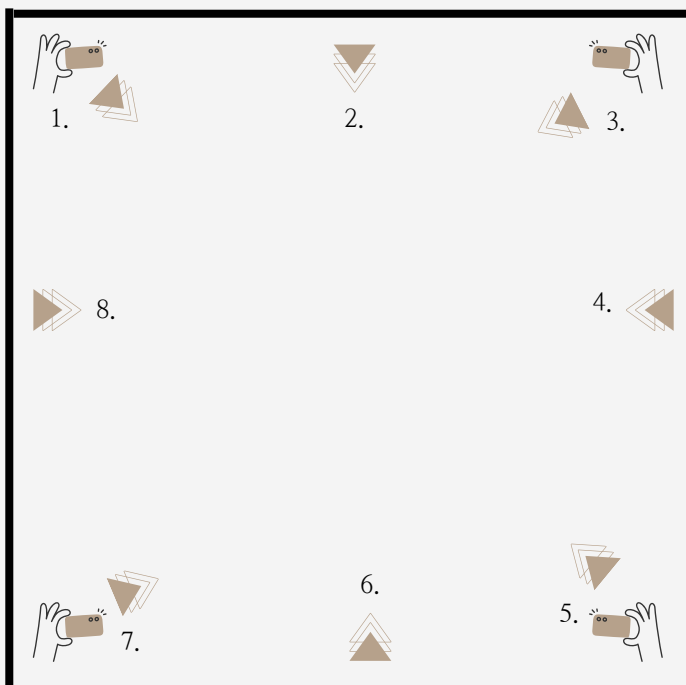
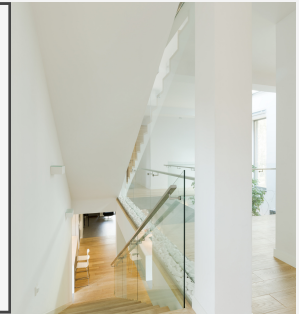
## YOUR GO TO

# DEAR ALIA PHOTOGRAPHY GUIDE

Take pictures in daylight with all of the lights off, from each corner and wall of the room. Please make sure to get a part of the ceiling and floor in each photo. Please see example. If I am having trouble visualizing the room, I might request a video of the space.



Take pictures and measurements of any furniture and any other items such as lighting that you want to keep to be used in the E-Design. When measuring the furniture you want to keep in the design, include measurements of: the height, width/length and depth, as well as seat heights for chairs and sofas.



# CHECKLIST

---

01 PICTURE OF FLOORPLAN

---

02 PICTURE/S OF WALL ELEVATION/S (IF ANY)

---

03 PICTURES OF ROOM

---

04 PICTURES OF FURNITURE OR ITEMS THAT YOU WANT TO KEEP IN THE E-DESIGN WITH MEASUREMENTS

---

Thank you!