

## **Pre - Meeting Checklist**

This checklist is designed to get you thinking about your wants and needs for your various spaces within your home. Please answer to the best of your ability.

Thank You!

**Closets**

Do you prefer a closed or open concept? \_\_\_\_\_

How much (inches) long hang would you like? \_\_\_\_\_

How much (inches) of top and bottom hanging for his and her? \_\_\_\_\_

How many shoes and boots do you have? \_\_\_\_\_

Will you need accessory organization? \_\_\_\_\_  
(Jewellery, Scarves, Belts, Ties etc.)

Do you have a need for drawers? If so, how many? \_\_\_\_\_

Need for a laundry hamper or slide out baskets? \_\_\_\_\_

Do you have any problem areas that need improvement? \_\_\_\_\_

**Laundry Room**

Do you prefer a closed or open concept? \_\_\_\_\_

Would you like a counter top above the washer/dryer? \_\_\_\_\_

Will you require an ironing board and/or steamer storage? \_\_\_\_\_

Are there any other ways you would like to use the space? \_\_\_\_\_  
(Shoe storage etc.)

Do you have any problem areas that need improvement? \_\_\_\_\_

**Mudroom**

Do you prefer a closed or open concept? \_\_\_\_\_

Would you like bench seating? \_\_\_\_\_

Do you want to include drawers and shelving for storage? \_\_\_\_\_

Will you need a clothing rod for jackets or hooks? \_\_\_\_\_

How many shoes will be in this area? \_\_\_\_\_

Do you have any problem areas that need improvement? \_\_\_\_\_

**Garage**

Do you prefer a closed or open concept? \_\_\_\_\_

Will you need a ceiling and/or tire rack? \_\_\_\_\_

Will you need a wall system with hooks? \_\_\_\_\_  
(Rakes, Shovels, Bikes etc.)

Will you need a workbench? \_\_\_\_\_

Do you want to include drawers and shelving for storage? \_\_\_\_\_

Would you like your flooring finished to protect from salt etc.? \_\_\_\_\_

Do you have any problem areas that need improvement? \_\_\_\_\_

What equipment do you have that will need excessive storage? \_\_\_\_\_

**Office**

Do you require a single or double work station? \_\_\_\_\_

How many monitors will you put in your office? \_\_\_\_\_

Do you want your printer visible or behind closed doors? \_\_\_\_\_

Do you need a book case? \_\_\_\_\_

How many filing drawers do you require? \_\_\_\_\_