

CLIENT PREPARATION WORKSHEET

Please review and fill out before meeting with a showroom coordinator

List the people you are working with on the project, including the builder, plumber, contractor, etc.

Name	Title	Company Name	Phone Number
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Who will be purchasing the material? _____

Referred by _____

To Do Checklist:

- Budget** - Prepare a budget for the project. If necessary, contact your builder/plumber for assistance. .
- Plans** - If available, bring plans or blueprints to the meeting.
- Samples** - Bring samples of colors, wall papers, tile/stone, countertop materials, paint chips and any other items you would like to match
- Ideas** - Look at plumbing manufacturer websites to get a sense of current styles and narrow down your style preferences. It is also suggested that you review www.houzz.com to find pictures of styles and spaces that appeal to you.

Create a list of your "must haves" and "nice to haves"

Must Haves

Nice to Haves

_____	_____
_____	_____
_____	_____

Note any special requirements you may have. Example: You may have someone very tall in your household and require a large bathtub.

Products to keep in mind:

***Accessories**

***Pot-filler**

***Medicine Cabinet**

***Steam Shower**

***Towel Warmer**

***Hot Water Dispenser**

***Hardware**

***Lighting**

***Ventilation Fans**