

CLIENT INFO

Name(s):
Project:
Project No:
TEL:
OFF:
CELL:
Address:
Postal code:

Project Size:

- ☐ Residential: under 1,500 square feet
☐ Residential: 1,500-3,000 square feet
☐ Residential: 3,000-6,000 square feet
☐ Residential: over 6,000 square feet

Budget Range:

- ☐ Residential: consulting only
☐ Residential: new construction
☐ Residential: remodel / renovation
☐ Residential: under \$100,000 (product price)
☐ Residential: over \$100,000 (product price)

PROJECT DETAILS

What type of project is this?
<input type="checkbox"/> House
<input type="checkbox"/> Condo
<input type="checkbox"/> Commercial
<input type="checkbox"/> Other
Which area(s) are you looking to design?
<input type="checkbox"/> Kitchen
<input type="checkbox"/> Bathroom (s)
<input type="checkbox"/> Office
<input type="checkbox"/> Master suite
<input type="checkbox"/> Basement
<input type="checkbox"/> Full ground floor
<input type="checkbox"/> Full first floor
<input type="checkbox"/> Other
<input type="checkbox"/> Landscape (front & or back)
<input type="checkbox"/> New Construction

Budget by project:

Kitchen \$_____ PHASE _____
Master Bathroom \$_____ PHASE _____
Bathroom 1 \$_____ PHASE _____
Bathroom 2 \$_____ PHASE _____
Basement \$_____ PHASE _____
Dining & or Living \$_____ PHASE _____
Laundry \$_____ PHASE _____
Family Room \$_____ PHASE _____

Home Office \$_____ PHASE _____
Vestibule / entrance \$_____ PHASE _____
Bonus Room \$_____ PHASE _____
Master Bedrm. \$_____ PHASE _____
Walk-in \$_____ PHASE _____
Bedroom 1 \$_____ PHASE _____
Bedroom 2 \$_____ PHASE _____
Bedroom 3 \$_____ PHASE _____

DESIGN REQUIREMENT

- ☐ Full-Service Design
- ☐ Space Planning
- ☐ Rendering Services – 3-D color perspectives
- ☐ CAD Services – Architectural Design drawings
- ☐ Design Consultation (no purchasing)
- ☐ Architectural Coordination
- ☐ Material Specifications
- ☐ Construction Coordination - Project Manager
- ☐ Custom Furniture and/or Architectural Details
- ☐ Color Consultation or Decoration service
- ☐ Decorative Accessory Selection
- ☐ Downsizing or Upsizing
- ☐ Aging In Place
- ☐ Design For Children
- ☐ Feng Shui or other type of culture
- ☐ Green/Sustainable Design
- ☐ Historic Preservation/Restoration
- ☐ Landscaping
- ☐ Lighting Design
- ☐ Product Design
- ☐ Purchasing
- ☐ Declutter & Organize
- ☐ ADA design
(For the aged and/or those with physical and/or mental disabilities)










Budget by PHASE

PHASE 1 Budget: \$ _____

PHASE 2 Budget: \$ _____

PHASE 3 Budget: \$ _____

DREAM SPACE CHECKLIST

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Designer's Notes	
	
	
	
	
	
	
	
	
	
	

What's your preferred style? Not sure? Explore our style guide on our site <https://tocdesign.com/design-style>

- | | |
|---------------------------------------|--|
| <input type="checkbox"/> Modern | <input type="checkbox"/> Contemporary |
| <input type="checkbox"/> Minimalist | <input type="checkbox"/> Traditional |
| <input type="checkbox"/> Transitional | <input type="checkbox"/> Rustic Chic |
| <input type="checkbox"/> Scandinavian | <input type="checkbox"/> Island influences |
| <input type="checkbox"/> Eclectic | <input type="checkbox"/> Spanish / Latin influence |
| <input type="checkbox"/> Boho | <input type="checkbox"/> Other _____ |

- Are there specific colors you love (or dislike)?

-
- Do you have inspiration images, Pinterest boards, or Houzz saves to share? *Please share via email.*

-
- What existing furniture, artwork, or pieces must stay in the design? *Please share via email.*

-
- Do you prefer natural materials (wood, stone, linen) or synthetic/low-maintenance options?
-

Function & Lifestyle

- Names / gender and ages of family members – (don't forget your pet)

- Occupation and social activities

- Lifestyle – What kind of person best describes you and your family members

- Who uses this space? (Number of people, children, pets, guests, etc.)

-
- How do you plan to use the space? (e.g., entertaining, relaxing, working from home, family gatherings, rental property, etc.)
-

- Do you have any special requirements?

☐ Accessibility ☐ Storage ☐ Kid-friendly ☐ Pet-friendly ☐ Easy maintenance ☐ other

Logistics

- Are you relocating or remodeling? If relocating what is your move-in date?

-
- Realistically when would you like your reno's to be completed. What is your time frame for design?
-

- Do you plan on hiring contractors, or would you like us to coordinate with them?
-

- Do you require custom furniture, millwork, or built-ins?
-

- Do you need 3D renderings, technical drawings, or just concept mood boards?
-

Help Us Help You

1. **Share Your Space**

Take photos of your room (ideally from each corner) and email them to tania@tocdesign.com. A short description and rough measurements will help us get started.

2. **Create Your Inspiration Book**

Open a free account on www.houzz.com and build an **Idea Book** with up to 10 pictures that reflect your style. Please note what you like about each image, and follow us here: www.houzz.com/pro/tocdesign/toc-design

3. **Enjoy the Process**

This is an exciting step—your dream space is about to become reality. Relax and let the professionals take care of you.

4. **Other Services**

- For **budget-friendly design**, explore our **E-design** services <https://tocdesign.com/e-design-1>
- Whether you're relocating or designing a new property in Punta Cana, DR, we're here to help, visit <https://tocdesign.com/touch-of-caribbean>