

GALE MICHAUD

Interiors

Welcome to Design Assist

An innovative, cost-conscious and time-efficient virtual design service

Welcome to the Design Assist program offered by Gale Michaud Interiors: the innovative, cost-conscious and time-efficient virtual design service that allows you to effectively utilize the experience and expertise of a Design Professional.

The program is very user friendly and allows you to maximize your involvement in the design process! With Design Assist, you will receive a comprehensive proposal that will include scaled furniture layout plan, furniture selections, flooring selections, paint/wall covering selection, window treatment design, fabric swatches and suggested shopping resources. As *simple as 1-2-3.*

Let's Get Started!

- Step One You provide for us...
- Completed questionnaire (see page 2), which helps us better understand your needs and wishes
 - Signed Agreement with payment
 - Floor space measurements
 - Windows measurements and wall height
 - Room photos, including each wall
 - Inspirational images - *from magazines, catalogs, photos from places you've visited, etc.*
 - Design elements you want us to work with - *i.e. the sofa, rug and artwork are staying*
- Step Two Within 2-4 weeks, you will receive a professional proposal that will include descriptions and purchasing information for the following:
- Scaled furniture layout plan
 - Furniture selections
 - Flooring selection
 - Paint / wall covering selection
 - Window treatment design
 - Fabric swatches
- Step Three After you receive your "Design Assist Proposal," you can take it in hand and do your own purchasing, or allow us to assist you using our discounted pricing.

INTERIOR DESIGN & DECORATION

84 BRANCH STREET SCITUATE, MASSACHUSETTS 02066

(781) 544-3782 FAX 781.735.0429 WWW.GALEMICHAUDINTERIORS.COM INFO@GALEMICHAUDINTERIORS.COM

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**Design Assist
Questionnaire**

Name: _____
Address: _____
Email: _____ Phone: _____

Room type? (i.e.; family room, master bedroom, etc.)

Primary or vacation home?

How many people will use the space, and whom? (i.e.; kids, guests, etc.)

Design style preference? (Traditional, Transitional, Contemporary, Eclectic, other)

Is the setting formal or casual?

What elements do you currently like in the room and which are you looking to change?

What elements do you intend to keep? (i.e.; the rug and club chair are staying)

What is your estimated budget?

Are there any other things you'd like us to know?

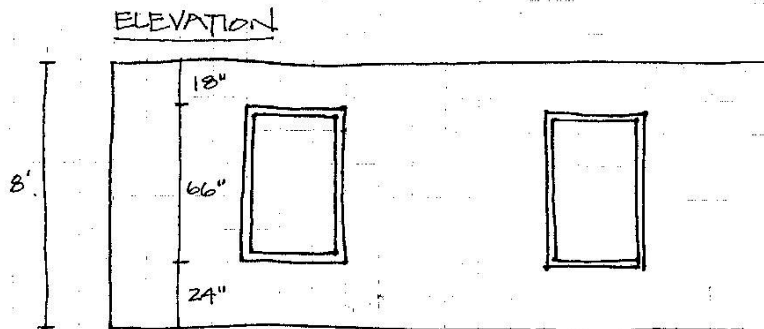
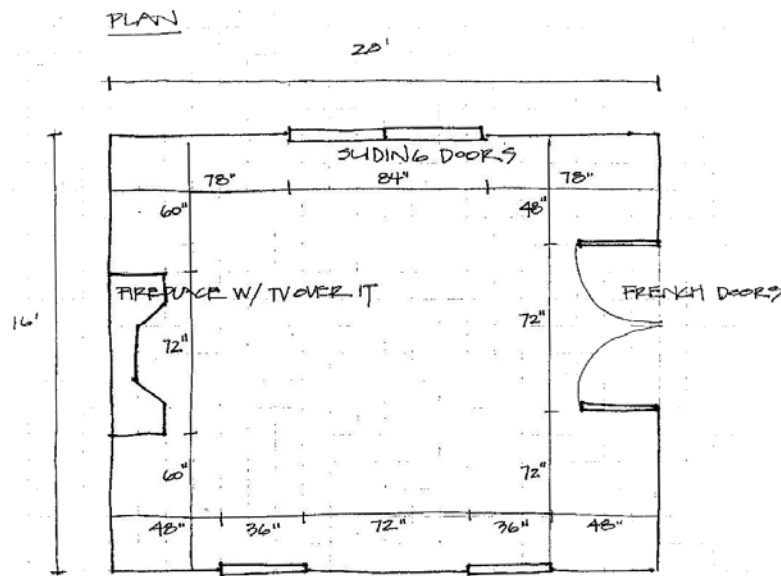
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Design Assist Room Measurement Guidelines

1. Sketch a Plan of your room on graph paper (*see example below*).
2. Sketch an Elevation of each wall on graph paper (*see example below*).
3. Draw important elements on the Plan and the Elevations, such as doors, windows, fireplace, built-ins, etc.
4. Measure the overall length and width of the room and record these measurements on the outside of the Plan.
5. Measure the overall height of the wall and record the measurement on the outside of each Elevation.
6. Measure the important elements and record these items on the inside of the Plan and Elevations
 - Check to make sure the measurements total the overall measurement.
 - Measure doors, windows, etc., from the outside of the casings.
 - Note any other important elements in the room – i.e., television mounted on wall, window seat, etc.



Design Assist Agreement

You will provide the following for us:

- Completed Questionnaire
- Signed Agreement with payment
- Floor space measurements
- Windows measurements and wall height
- Room photos, including each wall
- Inspirational images
- Design elements you want us to work with

We will provide for you, a professional proposal which will include:

- Floor plan
- Furniture selections
- Flooring selections
- Paint / wall covering selection
- Window treatment design
- Fabric swatches
- Accessory selections

Design Fee: \$1,000 per room*

**For smaller spaces (ie, bathroom, foyer, etc.), we are happy to quote a separate design fee upon request*

Client: _____

Date: _____

Designer: _____

Date: _____

Payment received: _____

Date: _____