Wall Design Request Form

This form is for Horizontal Wall Applications only!
Phone: (866) 983-3267  Fax: (205) 449-4430  email: info@DesignTheSpace.com

After you fill out and submit this form, we will send you a price quote for your project. After that, and upon receipt of a non-refundable $100 deposit, we will create and send a formal quote to you complete with architectural drawings, a components list and a delivered price. Note: your $100 deposit will be applied to your purchase!

Date: ______________________
Project Name: ______________________  Project Contact: ______________________
Address: ______________________  City ______________________  State  Zip ______________________
Daytime Phone: ______________________  Fax: ______________________  E-mail: ______________________
Dealer Name: ______________________  Dealer Contact: ______________________

STEP 1: Define Project Stage.

☐ Wallboard has been applied or is existing.
☐ Room is rough framed.
  Thickness of wallboard:  ☐ 1/2”  ☐ 5/8”  ☐ other _________
  Thickness of finished floor material:  ☐ 3/8”  ☐ 1/2”  ☐ 3/4”  ☐ other _________

STEP 2: Define Product Scope.

Please specify the following selections with a check mark in the provided box.

1. Style:
   ☐ ClassicTraditional® (Raised panel with beaded rails)
   ☐ ClassicAmerican® (Flat panel with beaded rails)
   ☐ ClassicModern® (1/8” Revealed flat panel with flat rails)
   ☐ ClassicBeadboard® (Beaded design panels with beaded rails)
   ☐ ClassicCottage™ (2-tier system 12”x 12” panel above beadboard panel with beaded rails)

2. Specifications:
   ClassicTraditional, ClassicAmerican and ClassicModern
   System Height:  ☐ 32”  ☐ 36”  ☐ 40”  ☐ 44”  ☐ 56”  ☐ 60”  ☐ Custom Ht _________
   Panel Width:  ☐ 9”  ☐ 12”  ☐ 15”  ☐ 18”  ☐ 23”  ☐ 31”  ☐ Custom _________

   ClassicBeadboard
   System Height:  ☐ 32”  ☐ 36”  ☐ 40”  ☐ 44”  ☐ 69”  ☐ 73”  ☐ 104”  ☐ 108”  ☐ Custom _________

   ClassicCottage
   System Height:  ☐ 48”  ☐ 56”
   Panel Style in Top Tier (Required):  ☐ Flat  ☐ Raised

3. Species & Finishes:

   ClassicTraditional, ClassicAmerican, ClassicBeadboard, ClassicCottage and ClassicModern
   Species (Option 1):  ☐ Primed Paintable  ☐ Oak  ☐ Maple  ☐ Cherry
   Finish:  ☐ Unfinished  ☐ Primed Only  ☐ White  ☐ Nutmeg  ☐ Merlot  ☐ Warm Chestnut
            ☐ Tuscan Coffee  ☐ Natural/Clear  ☐ Golden Honey  ☐ Cinnamon

   ClassicRustic (Rustic Maple)
   Finish:  ☐ Unfinished  ☐ Nutmeg  ☐ Merlot  ☐ Warm Chestnut
            ☐ Tuscan Coffee  ☐ Natural/Clear  ☐ Golden Honey  ☐ Cinnamon

*Please continue to page 2 of the Wall Design Request Form to complete your design request.*
Wall Design Request Form (continued)

Project Name: ___________________________ Date: ______________________

4. Baseboard(s):
   New England Classic wall systems are provided with a standard baseboard in heights of 4” or 8”
   depending on system height. If you choose to use a secondary baseboard in conjunction with New
   England Classic baseboard, please check the box below and supply the dimensions requested.

   ☐ Built-up baseboard (REQUIRED - Enter dimensions below.)
   4” OR 8” RAIL
   BASE (VARIES)
   H
   Thickness (T): ____________
   Height (H): ____________

5. Casing Option(s) (i.e. door & window trim): Please select one (1) option.
   ☐ Please supply appropriate New England Classic CasingPak. (4 ½” system)
   ☐ Owner supplied or already existing casing (REQUIRED - Enter dimensions below.)

   Thickness (T): ____________
   Width (W): ____________

STEP 3: Sketch Room Plan and Select Appropriate Project Measuring Guideline.
1. Copy the Design Request & Sketch Sheet for each room.
2. Fill in name of room on each sheet.
3. Please determine project conditions and complete your Project Design in accordance to the Project
   Measuring Guideline (#) indicated below.
   ☐ If Owner is keeping existing casing. Follow Project Measuring Guideline Example #1
   ☐ If using New England Classic Casing. Follow Project Measuring Guideline Example #2
   ☐ If Owner is supplying casing which is not currently installed. Follow Project Measuring
   Guideline Example #2
   ☐ If project is in rough framing stage. (No wallboard installed) Follow Project Measuring
   Guideline Example #3

STEP 4: Submit to Design The Space

   • Fax all pages to (205) 449-4430 or EMAIL to info@designthespace.com
   --or--
   • Mail to: Design The Space /Design Request Form
             4155 Parkway Drive
             Florence, AL 35630

For more information, call us at (866) 983-3267

*Please continue to the Wall Design Request Data Chart and Sketch Sheet to complete your design request.

RPX-LT21- 12.23.05
### Wall Design Request Data Chart & Sketch Sheet

Print your Project Name to allow Design Services to track Sketch Sheet information to the proceeding Design Request Form data sheet.

**Project Name:** ____________________________  **Date:** __________________

**General Notes:**

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<th>DOOR = D</th>
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<th>HEATER = H</th>
<th>OTHER = O</th>
<th>UNIT SIZE</th>
<th>WINDOW SILL/JAMB</th>
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**Room Name:** ____________________________

**Design Sketch Area:**

*Please make a copy of Wall Design Request & Sketch Sheet for each room.*
Wall Design Request Data Chart & Sketch Sheet

Print your Project Name to allow Design Services to track Sketch Sheet information to the proceeding Design Request Form data sheet.

Project Name: ___________________________  Date: ___________________________

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</table>

Room Name: ___________________________

Design Sketch Area:

*Please make a copy of Wall Design Request & Sketch Sheet for each room.*
Project Measuring Guideline Examples

**#1 Example Project with existing casing & wallboard installed.**

Follow these guidelines and record your measurements on the sketch sheets & chart provided. Start with one wall and then repeat for each wall.

1. Measure overall length of walls.
2. Measure from wall corner(s) to outside edge of existing casing on windows, doors & other items that could interfere with wall paneling (Do not include switches & outlets). Repeat process for each wall elevation.
3. Measure width of window & door openings from outside edges of casing.
4. Measure sill height from bottom of sill to finished floor.
5. Measure height of window & door openings from outside edge of casing to finished floor.
6. Enter dimension information into project data chart.
7. Sketch project, dimension and label items.
8. See examples below for guidance.

### Project Data Chart Example

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**Measuring to Existing Casing Example**

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**#2 Example Project with no casing or replacement casing & wallboard already installed**

1. Measure overall length of walls.
2. Measure from wall corner(s) to uncased frames on windows, doors & other items that could interfere with wall paneling (Do not include switches & outlets). Repeat process for each wall elevation.
3. Measure width of window & door openings from uncased frame openings.
4. Measure sill height from top of window frame to finished floor.
5. Measure height of window & door openings from uncased frame to finished floor.
6. Enter future casing & reveal width into project data chart.
7. Enter dimension information into project data chart.
8. Sketch project, dimension and label items.
9. See examples below for guidance.

### Project Data Chart Example

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**Measuring to Unit Inside Frame- No Casing**

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**Project Sketch Dimensioned to Existing Casing**

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**Project Sketch Dimension to Unit Inside Frame**

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RPX-LT21- 12.23.05
Project Measuring Guideline Examples

#3 Example Project at rough framing stage with no wallboard installed

Follow these guidelines and record your measurements on the sketch sheets & chart provided. Start with one wall and then repeat for each wall.

1. Measure overall length of walls.
2. Measure wall corner(s) to inside edge of rough opening (RO) for windows, doors & other items that could interfere with wall paneling (Do not include switches & outlets). Repeat process for each wall elevation.
3. Measure width of window & door rough openings (RO).
4. Measure sill height from sub floor to inside top edge of sill rough opening.
5. Measure height of rough opening for window & door openings, from sub floor to bottom of header.
6. Enter dimension information into project data chart.
7. Enter future casing width & reveal width to be applied or installed.
8. Sketch project, dimension and label items.
9. See examples below for guidance.

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Project Data Chart Example

Measuring Rough framing- Window

Project Sketch Dimension to Unit Inside Frame