



THE SURROUNDINGS DESIGN PROCESS:

We have developed the following process to ensure your experience with Surroundings is a positive one. Our process is tailored to develop a design concept that meets your needs and exceeds your expectations.

Initial Meeting: Initially, we prefer to meet with you in your space to gain an understanding of the project and discover your style and vision. At this time we will discuss our design services and packages to determine which best fits the scope of your project.

Interview: Upon your selection of services, a detailed interview will take place to help us determine your specific goals and requirements for the space. Photographs and measurements will be taken in preparation for the schematic design process.

Schematic Design: In this phase, we will develop a preliminary design concept for your space. This may include conceptual sketches, inspirational images, and potential color schemes and finishes.

Refining Phase: As we refine your design, we present you with preliminary design concepts for review. We will collaborate with you to ensure that our ideas will meet your functional, aesthetic and financial goals and requirements. Revisions to the plan may necessitate multiple meetings during this phase.

Finalized Design: After adjustments have been made, the design plan is finalized. We will present *your* design in detail so you gain a clear understanding of how your space will look and function. At this time, your design team will order any necessary furnishings, materials and finishes, and develop an installation plan with any involved contractors.

Installation: It is important to us that your project run smoothly from beginning to end. Our design team will monitor each phase of installation through site visits and frequent contact with you as well as your contractor(s). We are always available to field any questions you may have.

Evaluation: Upon completion of each project we like to meet with you to review the outcome of the project. We may ask to photograph your project for our portfolio, which allows us to keep a record of your completed project in your file. We use this final meeting to ensure that you are as happy with the outcome of the project as we are.

Please Note: Many of the design phases listed above may require several meetings to finalize. We are committed to working with you until you are comfortable with every aspect of the design before moving forward. This process is truly tailored to the specific needs of each of our clients. Please contact us for more information.

We look forward to working with you.