

## **THE DESIGN PROCESS**

### **INITIAL CONSULTATION**

- Introduction to Faith Sheridan Interior Design, LLC
- Determine project scope: outline needs, goals and timeline

### **CONTRACT NEGOTIATIONS**

- Fee determination
- Determine Designer's and Client's responsibilities
- Establish retainer to commence project

### **ANALYSIS OF JOB SCOPE**

- Design direction
- Space planning determination
- Background requirements
- Furnishings requirements

### **PRELIMINARY PRESENTATION OF THEME AND DESIGN CONCEPT**

- Materials selection
- Style and color scheme
- Space planning analysis
- Input from client

### **BUDGET MEETING**

- Budget cost estimates
- Input from Client

### **DETAILING**

- Fine tuning specific selections of products
- Working drawings

### **FINAL DESIGN PRESENTATION**

- Final decisions on design elements and budget

### **JOB SCOPE**

- Time schedule determination
- Trades and materials required
- Job flow

### **PURCHASING AND PROJECT COORDINATION**

- Obtain materials required
- Obtain services required
- Prepare purchase orders & contracts

### **EXPEDITING AND PROJECT MANAGING**

- Coordination of deliveries
- Supervision of services

### **INSTALLATION**

- Supervise installation of backgrounds and furnishings
- Final details and accessorizing

#### POST INSTALLATION INSPECTION

- Walk through to optimize installation once in use
- Monitoring and satisfying future needs
- Post installation punch list

#### THE FUTURE ADVANTAGE

- Accurate records kept on all aspects of jobs
- Records of all colors, fabrics, furnishings are easily accessible for future in case of expansion, damage, etc.
- Easy updating of interiors as needed