



KITCHEN MEASURING GUIDE

At Home Surplus, we provide **one free kitchen design from our expert designers** to help make your dream kitchen a reality.

To ensure an accurate design, please provide measurements and clear photos of your kitchen space. One of our expert designers will review and guide you through any questions. Be sure to include well-lit, complete photos of the area.

MEASURING PROCESS

STEP 1 PHOTOGRAPHS

Take clear photos of your kitchen from multiple angles — when in doubt, take more! Good photos help our designers understand your space accurately.

Be sure to include:

- Photos of each wall, taken from as far back as possible so the entire wall is visible
- Photos of any plumbing, gas lines, or other utilities
- Photos of any obstructions or irregular features
- (such as radiators, beams, vents, electric panels or soffits)

STEP 2 YOUR KITCHEN SHAPE

Draw an overhead view of the room where cabinets will be installed. Include all doors, windows, obstacles, and utility lines (gas and water).

See the example drawing on page 3 for reference.

REQUIRED SUPPLIES

- Long measuring tape
- Paper and pencil
- Straight Edge (recommended)
- Camera or smartphone

STEP 3 MEASURE

Measure all walls and openings marked in Step 1. Be as precise as possible with the measurements. See Diagram on page 3 for measurement diagram.

Key measurements needed:

- All wall lengths
- Ceiling height – include soffit if applicable
- Windows and Doors – include trim as part of the window or door measurement.
 - Width and height, including height off the floor.
 - Placement along the wall, measure distance from corner and / or adjacent opening.
- Plumbing and gas line
 - Span of pipes.
 - Placement of pipes along the wall.
- Other obstructions that may interfere with cabinet placement, such as:
 - Radiator, electric panels or switches, vents, columns, bulk heads etc.

One of our expert designers will review and guide you, should you have any questions. Just be sure to come in with good pictures.

CUSTOMER INFORMATION

Date: _____ **Project Timeline:** _____

Customer Name: _____

Phone: _____ **Email:** _____

Project Address: _____ **Delivery** **Pick Up**

DESIGN PREFERENCES

Fill out the best you can - one of our experts can help guide you through any additional items.

Cabinet Collection/Color: _____

Wall Cabinet Height: _____ **Ceiling Height:** _____ **Soffit Present:** Yes No

Special Features Desired: Trash Pull Out (Single Double) Spice Pull Out

Wine Rack Glass Doors Light Rail Molding Crown Molding Roll Out Trays

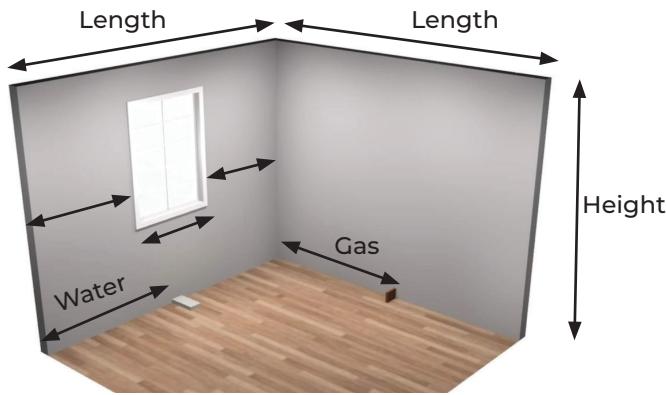
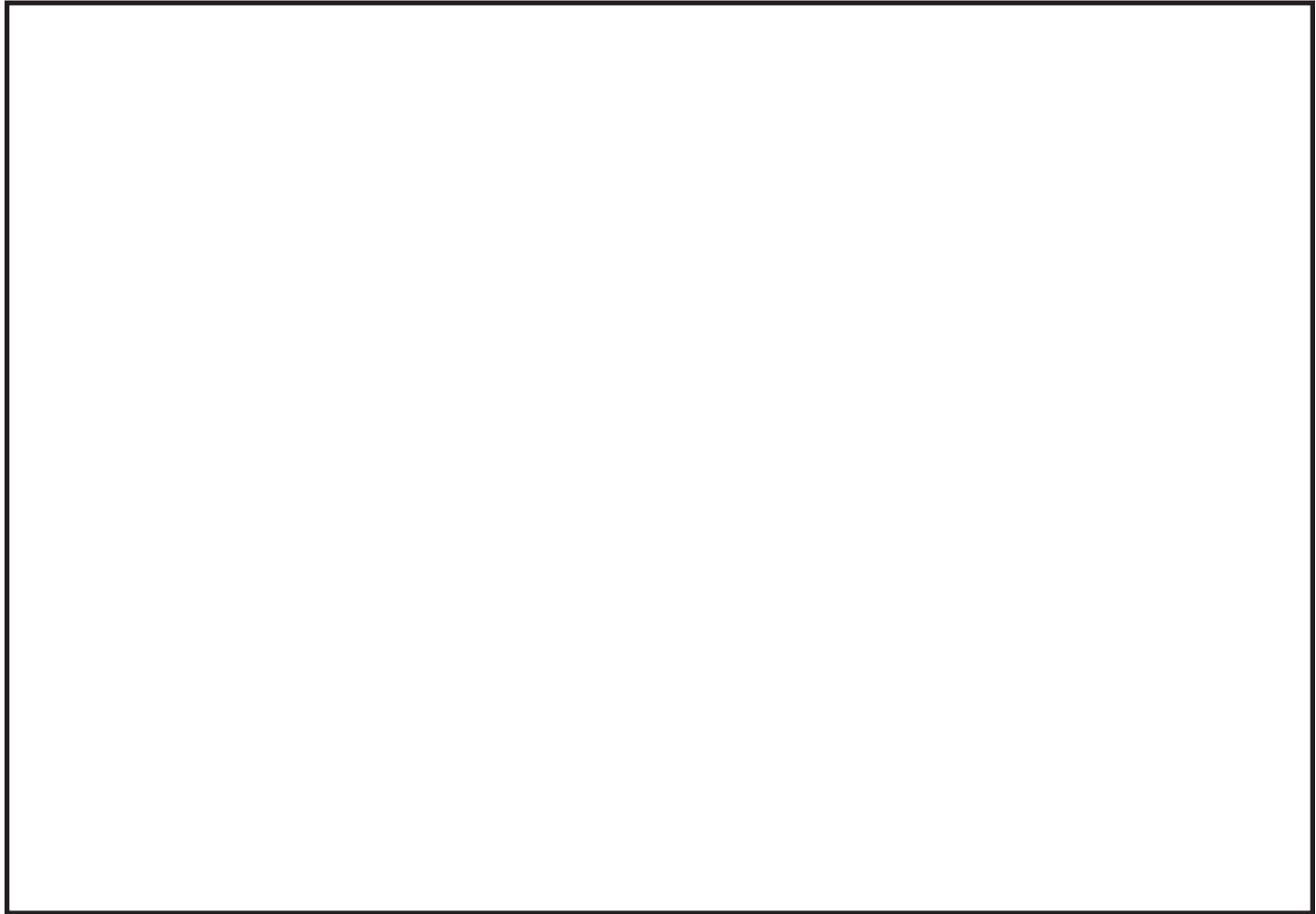
Other: _____

APPLIANCE PLANNING

Fill out the best you can - one of our experts can help guide you through any additional items.

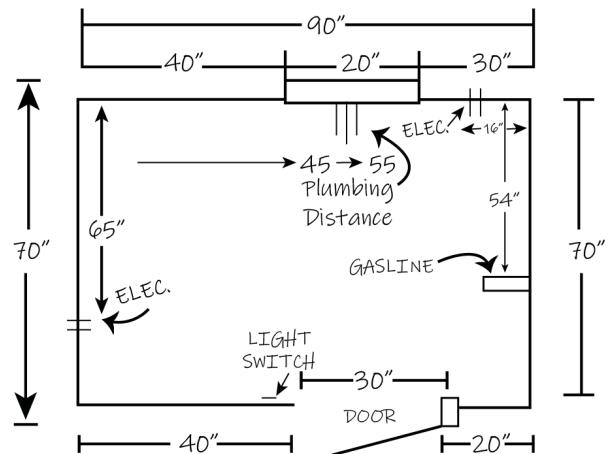
Customer Name: _____

Use the rectangle below to create a drawing of your kitchen.



Window – Measure the width and height, plus placement along the wall (distance from the corner and/or the nearest opening).

Utilities – Measure the span of the pipes and their placement along the wall.



Your completed floor plan should resemble the diagram above.
Double check all of your measurements.

Free Kitchen Design Policy

At Home Surplus, we're proud to offer complimentary kitchen design services to help you plan your project with confidence. Our goal is to make the process easy, transparent, and focused on your needs from start to finish.

1. Free Design Process

Initial Consultation

Your initial design consultation (estimated 1-2 hours, depending on the size and complexity of the kitchen) is completely free of charge. During this appointment, our designer will review your measurements, discuss your goals, and create a layout that fits your space and style.

Revisions

We're happy to make quick updates & small revisions through email.

This covers minor adjustments - as long as your cabinet line and kitchen style remain the same.

Major Design Changes

If you decide to switch to a different kitchen style, cabinet line, or manufacturer, a \$150 redesign fee applies. This covers the additional design time and layout adjustments required. After your second full design, additional major design work also falls under this policy.

The good news: that \$150 fee is fully credited back toward your kitchen purchase.

Releasing Your Design

If you'd like to receive a copy of your rendering and itemized quote from your initial design, there is a \$150 design release fee. This allows you to take the design home and use it for comparison or planning. The release includes your initial layout and quote only.

Design Validity

All designs and quotes are valid for 30 days from the issue date.

2. Pro & VIP Program

We value our professional partners and offer special design benefits through our Pro Program.

All Pros

- All registered Pros receive free design services for their projects.

Gold Pros

- Up to 5 free design releases (layouts and specs) per year
- Extra releases can also be earned through completed kitchen purchases

Platinum Pros

- Unlimited free designs and layout releases, including detailed specifications
- Priority design support for ongoing projects

KEYPORT

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Brentwood, MD 20722
301.699.2206

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North Bergen, NJ 07047
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