

# Custom Window Treatments

## *what to expect*



### **IN-HOME CONSULTATION** *we learn about your needs and desires*

- initial consultation to understand scope, needs and budget
- generate design ideas and brainstorm solutions
- discuss pros and cons of proposed solutions
- measure and photograph room(s), home, etc.



### **DESIGN** *we generate ideas and brainstorm solutions*

- we choose preliminary fabrics, finishes and materials
- create quick sketches (as needed) to clarify design ideas
- generate quotes from workrooms, installers, vendors & suppliers
- consolidate vendor quotes and prepare client proposal



### **IN-HOME PRESENTATION** *we view and finalize the design*

- review design(s) previously selected
- present fabrics, finishes, and material selections
- make final choices and review proposal
- gain approval and confirm 'next steps'



### **PURCHASE** *we bring your design to life*

- prepare purchase orders
- schedule final measure with installer
- place orders and track estimated delivery dates
- provide guidance in the selection of outside contractors (as needed)



### **ADMINISTER** *we ensure all goes according to plan*

- field and resolve technical questions from suppliers
- manage back orders, workflow and timeline of project
- maintain project file
- schedule final installation date



### **IN-HOME INSTALLATION** *your new design comes to life*

- white glove delivery
- on site supervision of installation
- create punch list of items to be addressed (as needed)
- post installation evaluation of client satisfaction

