A GUIDE TO PREPARE YOUR PROJECT BRIEF

A better first conversation.

You do not need a finished design to get in touch. A few useful details make it easier to discuss your ideas, understand the scope and identify the next decisions.

FROM OUR PROJECT PORTFOLIO

01

Bring the information you already have.

02

Mark anything that is still undecided.

03

Keep initial dimensions separate from final measurements.

GOOD DECISIONS START WITH UNDERSTANDING

What to bring to the conversation.

01 The project basics

Include your name, contact details and project city or ZIP code. Explain whether you are the homeowner, designer, architect or contractor. Tell us whether this is a new build, renovation or replacement, and which rooms or surfaces are involved.

02 Photos and inspiration

Gather clear room photographs and a few reference images. Explain what appeals to you: a colour, a vein, an edge or the feeling of the room. Include nearby cabinetry, flooring and finishes so the team can understand the wider palette.

03 Plans and approximate dimensions

Prepare cabinet drawings, plans or a simple labelled sketch with units. Identify islands, wall surfaces, returns and waterfall sides. Mark measurements as approximate and flag anything that is not yet decided. Final fabrication follows confirmed project measurements.

04 Fixtures and details

List sinks, taps, cooktops and other fixtures that affect the surface. Include model numbers or specification sheets when available. Tell us about outlets, unusual shapes, edge preferences and any areas where the material should continue across a joint.

05 Timing and access

Share your preferred timing and any dates tied to cabinets or other trades. Mention stairs, lifts, restricted delivery access or occupied rooms. These details help the team discuss practical next steps; installation dates are confirmed for the actual project.

06 Your priorities

Tell us what matters most: a particular appearance, ease of care, a planned completion date or an overall budget range. Ask about samples, scope and the decisions needed next. If something is uncertain, include it as a question rather than guessing.

KEEP IN MIND

The website inquiry form prepares an email draft for you to review and send. You can attach photographs and plans in your email app before sending it.

SAVE IT. PRINT IT. BRING IT ALONG.

Your first-conversation checklist.

- [ ] Project address or city / ZIP code
- [ ] Room photographs and inspiration images
- [ ] Available sink, appliance and fixture specifications
- [ ] Rooms, applications and approximate dimensions
- [ ] Preferred materials or a shortlist
- [ ] Preferred timing, access details and open questions

Name, email and phone

Project location and scope

Preferred timing and questions

Let’s talk about your space.

1435 Tonne Rd, Elk Grove Village, IL 60007
Monday to Friday, 8 AM to 4 PM CT. By appointment only

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Start your inquiry ↗