



PAYTON ADDISON
INTERIOR DESIGN ATELIER

The Design Process

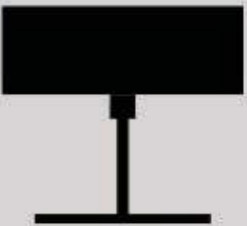
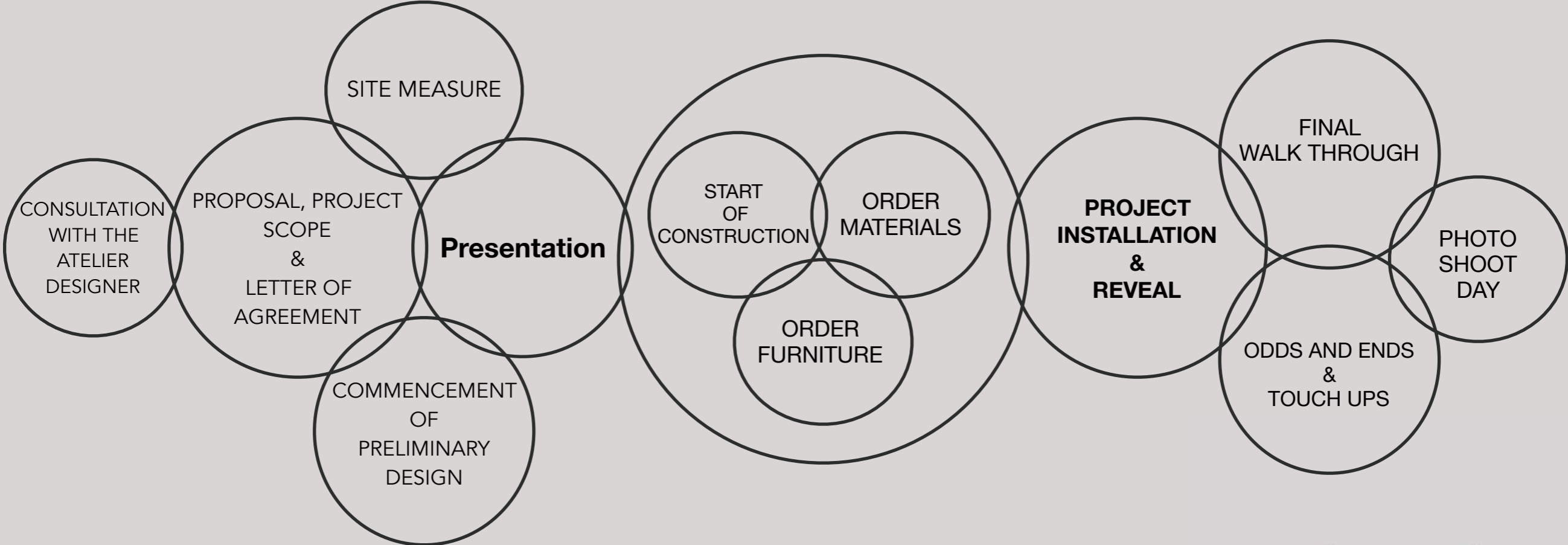


The Process

GETTING STARTED

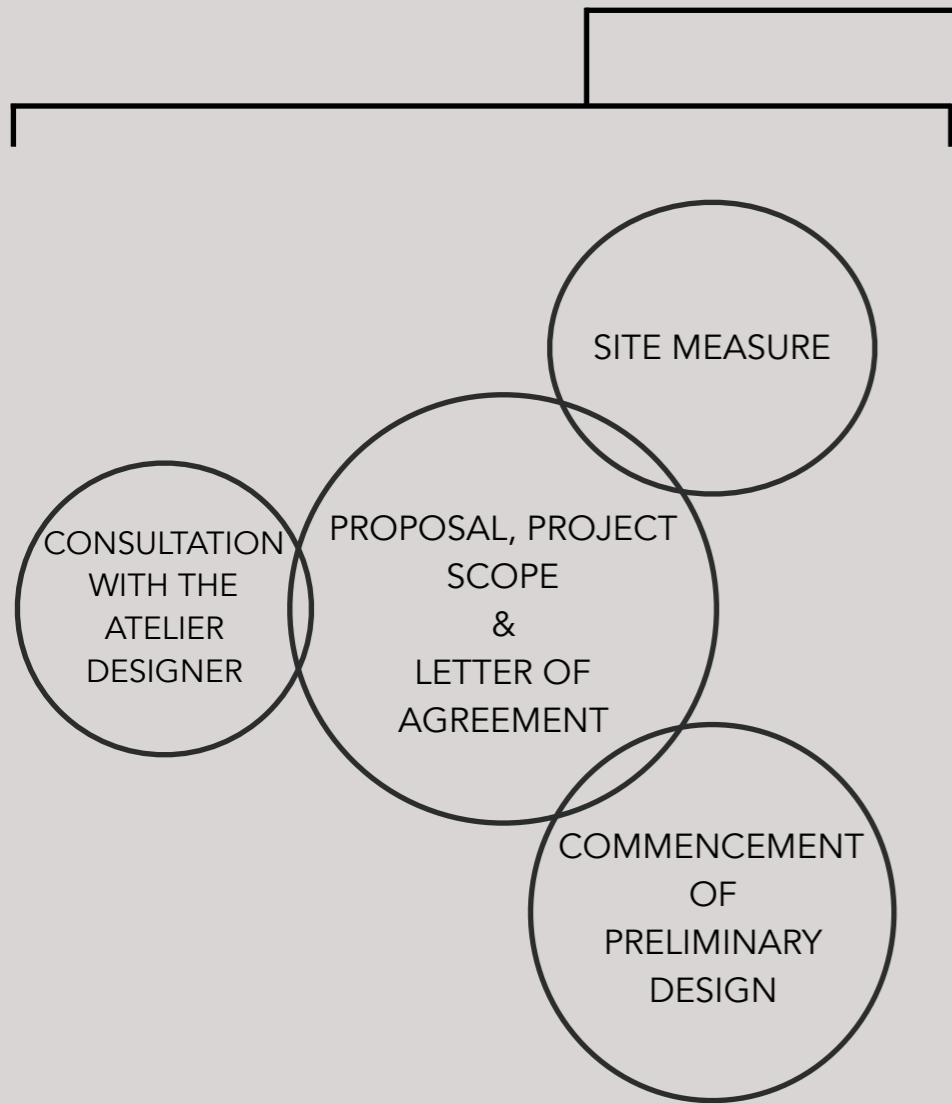
PROCUREMENT
&
PROJECT MANAGEMENT

PROJECT COMPLETION



The Process

GETTING STARTED



**CONSULTATION
WITH THE
ATELIER
DESIGNER**

We meet with you in your home for a collaborative interview. In doing so, we are mutually discovering if the project is the right fit for each other. We discuss the details for the space, what inspires you and get a feel of your design aesthetic.

**PROPOSAL, PROJECT
SCOPE AND
LETTER OF AGREEMENT**

We outline the scope of work for the design project. We talk about the details of our fee structure. Once the Letter Of Agreement is signed and the retainer is received, we proceed with the design plan.

SITE MEASURE

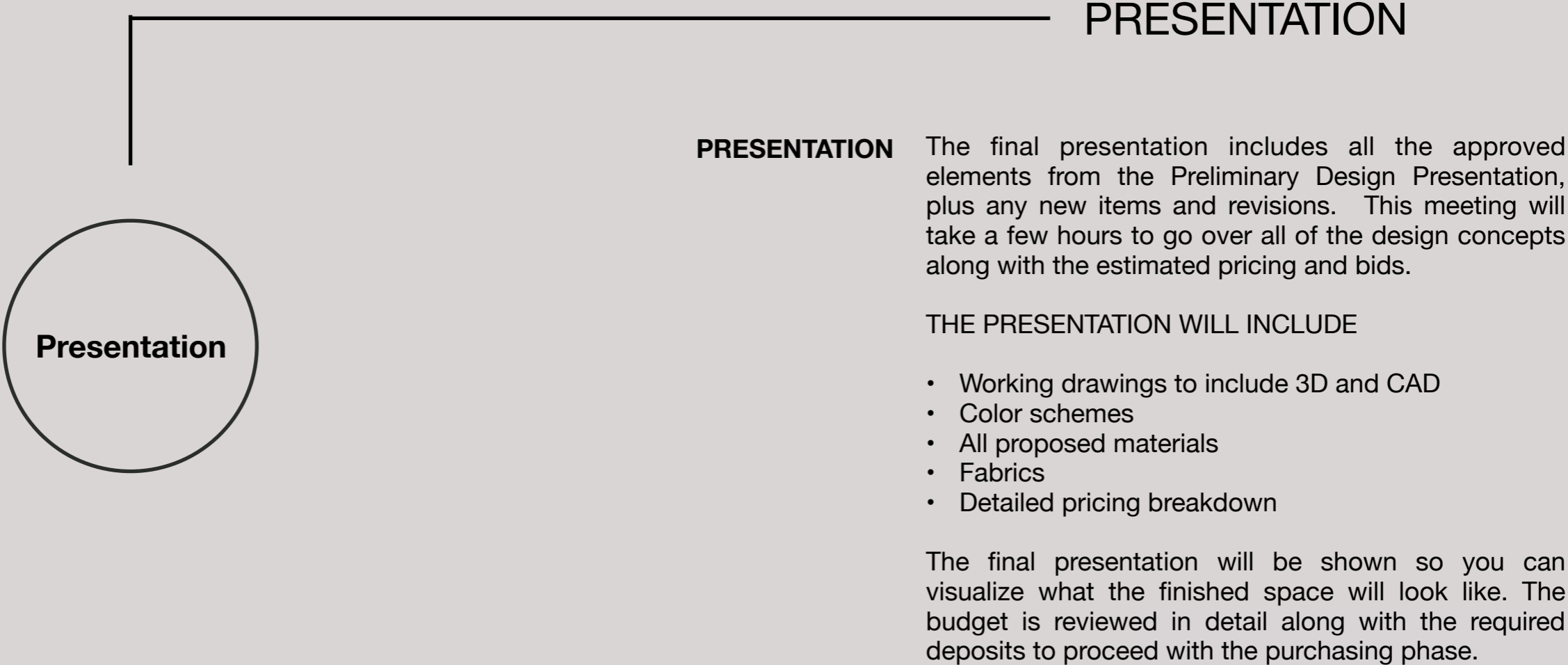
We will schedule a time to return to the property along with any tradesmen to do a complete site measure. We discuss the details of the project with the tradesmen in order to receive bids and estimates to include them along with our proposed materials on the presentation day.

**COMMENCEMENT
OF PRELIMINARY
DESIGN**

This is where we select materials for the home to include tile, plumbing, flooring, lighting and cabinetry. We gather the estimates for the above materials. We will present these ideas to you for a preliminary presentation to make sure we are on the same page. Revisions can be made if necessary.



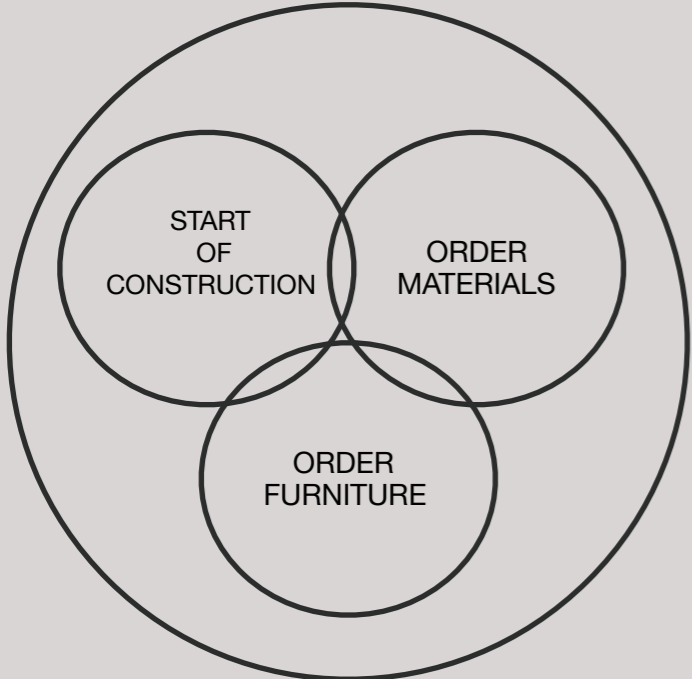
The Process



The Process

PROCUREMENT AND PROJECT MANAGEMENT

In this stage we create all of the purchase orders, track all orders, assess lead times, note any back orders or delays to items and re-select if necessary. During this time we make sure that the plan is being executed at the job site and the timeline is managed



START OF CONSTRUCTION

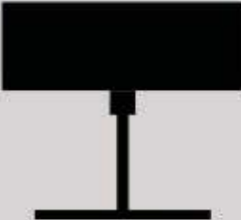
The development and construction of your project has begun. This is the phase where every detail is managed to ensure our vision is executed. We collaborate on site with the Architect, Builder, and Tradesmen several times a week.

ORDER MATERIALS

All items will be ordered and received at our warehouse, inspected for damages, tagged and stored until needed on the job site.

ORDER FURNITURE

We will proceed with ordering furniture and meeting with fabricators and upholstery tradesmen to go over each any details, as well as track all items purchased through our vendors. All items will be stored in our warehouse until the installation day.



The Process



**PROJECT
INSTALLATION
&
REVEAL**

PROJECT INSTALLATION AND REVEAL

This is one of the most gratifying stages of the project. The installation process is a mad rush and, although it is hard, it is highly recommended our clients stay away from the project for a couple of days. Our Atelier team will have numerous workmen on the site and our team is responsible for giving direction to each of them throughout the day.

The entire team will be obsessively focused on your project to make sure every detail is perfect, but as with everything in life, nothing is perfect. We will expect glitches, and this is normal for every job. Our team makes sure that every item is accounted for and any item that is broken or damaged, is noted and fixed immediately.

