

RENOVATION PROJECT

checklist

A SIMPLE GUIDE TO HELP YOU START, PLAN, AND STAY ORGANIZED DURING YOUR RENOVATION PROJECT.

1. GET CLEAR ON THE WHY

- ☐ WHAT ISN'T WORKING IN YOUR CURRENT SPACE?
- ☐ IS THIS RENOVATION ABOUT FUNCTION, AESTHETICS, RESALE, OR ALL THREE?
- ☐ HOW DO YOU WANT THE SPACE TO FEEL WHEN IT'S FINISHED?
- ☐ WHO WILL BE USING THE SPACE DAILY?

2. SET A REALISTIC BUDGET

- ☐ ESTABLISH AN OVERALL BUDGET RANGE YOU'RE COMFORTABLE WITH
- ☐ IDENTIFY WHERE TO INVEST (CABINETRY, LAYOUT, CRAFTSMANSHIP)
- ☐ PLAN WHERE YOU CAN SAVE (FINISHES, DECORATIVE ELEMENTS)
- ☐ SET ASIDE 10-15% FOR UNEXPECTED COSTS

3. ESTABLISH YOUR TIMELINE

- ☐ IS THERE A DEADLINE OR EVENT DRIVING THIS PROJECT?
- ☐ ARE YOU FLEXIBLE OR FIXED ON TIMING?
- ☐ UNDERSTAND THAT CUSTOM ITEMS AND CONSTRUCTION TAKE TIME
- ☐ BUILD IN BUFFER TIME FOR DELAYS

4. THINK ABOUT THE BIG DECISIONS FIRST

- ☐ FLOOR PLAN CHANGES AND LAYOUTS
- ☐ CABINETRY, MILLWORK, AND BUILT-INS
- ☐ PLUMBING AND LIGHTING LOCATIONS
- ☐ FLOORING AND WALL FINISHES

4. GATHER INSPIRATION

- ☐ SAVE IMAGES OF SPACES YOU LOVE (NOT JUST INDIVIDUAL ITEMS)
- ☐ NOTE COMMON COLORS, MATERIALS, AND MOODS YOU'RE DRAWN TO
- ☐ IDENTIFY STYLES YOU DISLIKE
- ☐ SHARE INSPIRATION CLEARLY WITH YOUR DESIGNER OR CONTRACTOR

5. BUILD THE RIGHT TEAM

- ☐ CHOOSE PROFESSIONALS WHO COMMUNICATE CLEARLY
- ☐ DESIGNATE ONE PRIMARY DECISION-MAKER
- ☐ UNDERSTAND EACH PERSON'S ROLE ON THE PROJECT
- ☐ TRUST THE PROCESS AND TIMELINE

6. PREPARE FOR THE RENOVATION PROCESS

- ☐ EXPECT DUST, NOISE, AND TEMPORARY DISRUPTION
- ☐ UNDERSTAND THAT TIMELINES MAY SHIFT
- ☐ AVOID LAST-MINUTE CHANGES ONCE WORK BEGINS
- ☐ PLAN FOR FINAL INSTALLATIONS AND STYLING

7. COMMUNICATE CLEARLY

- ☐ DESIGNATE ONE MAIN DECISION-MAKER
- ☐ SHARE FEEDBACK HONESTLY AND PROMPTLY
- ☐ AVOID LAST-MINUTE CHANGES ONCE WORK BEGINS
- ☐ TRUST THE PROCESS AND THE PROFESSIONALS INVOLVED

8. PLAN FOR INSTALLATION AND COMPLETION

- ☐ CONFIRM DELIVERY TIMELINES
- ☐ PLAN FOR ACCESS, PARKING, AND INSTALLATION DAYS
- ☐ UNDERSTAND WHAT PUNCH LIST ITEMS MAY REMAIN
- ☐ BE PREPARED FOR POSSIBLE SETBACKS AND UNEXPECTED HAPPENINGS
- ☐ SCHEDULE FINAL STYLING AND WALKTHROUGHS

9. ENJOY THE PROCESS

- ☐ DESIGN IS A JOURNEY — NOT EVERYTHING HAPPENS AT ONCE
- ☐ EXPECT PROGRESS, NOT PERFECTION
- ☐ CELEBRATE MILESTONES ALONG THE WAY
- ☐ ENJOY A SPACE THAT TRULY SUPPORTS YOUR LIFESTYLE

CREATED BY JOSHUA ALLEN DESIGN — HELPING CLIENTS MAKE CONFIDENT DECISIONS AND CREATE BEAUTIFUL, FUNCTIONAL SPACES, ONE PROJECT AT A TIME.