



## Basement Planning Work-Sheet

**Please take some time with your family to answer the questions below before our meeting. It will help us work together to plan a basement finish that will best serve your needs.**

1. How many people will your finished basement serve? Ages?
2. What portion of the basement would you like to finish and what portion will remain storage?
3. How many rooms do you envision the space being finished into?
4. Do you have a walk-out basement or access to the exterior?
5. Will you be entertaining in this new space? If yes, how so?
6. Describe any physical challenges or accessibility issues to be considered.
7. What type of special function areas would you like to incorporate?  
Entertainment Area, Media Room, Work Shop, Bedroom, Play Room or Exercise Room Other?
8. If you have had a finished basement in the past or experienced a friends or neighbors, what have you liked & disliked.
9. What type of finishes would you like for: Lighting, Flooring, Wall Covering, Plumbing, etc?
10. Please begin to think about the budget for your project, it will be important for us to discuss during the planning phase of your project.

NOTES:

**Please Use the Back Side if Necessary For Additional Comments.**