



# DESIGN PROCESS

THE SAMANTHA RACHEL INTERIORS EXPERIENCE  
MAKING YOUR VISION COME TO LIFE

# Design Process

1

## Discovery Phase

- Discovery Call/ Consultation
- Design Proposal
- Proposal approval

2

## Design Phase

- Vendor Meetings
- Preliminary Presentation
- Single round of revisions
- Final Design Selections

3

## Approval / Procurement

- Furnishing Approval/ Payment
- Procurement
- Tracking/ Updates

4

## Installation

- Install Planning
- Install Day/ Reveal
- Photoshoot

# Process Breakdown

## 1 Discovery Phase

**Discovery Call/ Consultation** - Once you fill out the "Contact" form on the website, Samantha will reach out to schedule a call to discuss your project in more detail. If a Consultation is scheduled, Samantha will visit your space/ site to measure, take photos and develop a personalized vision for your project.

**Design Proposal** - Within 1 week, Samantha will send over a proposal outlining the Scope and Pricing Breakdown.

**Proposal Approval** - Samantha will schedule a time to review the proposal with you and answer any questions you have. Once approved and the initial design fee is received, Designing will commence!

## 2 Design Phase

**Vendor Meetings** - If you have a new build or renovation, Samantha will schedule all necessary appointments with product vendors to choose and finalize material selections.

**Preliminary Presentation** - This meeting includes Floor plan layouts, furniture, art and accessory mood boards/ finish selections, and a detailed pricing proposal for review.

**Single round of revisions** - We strive for a single round of changes and revisions. This saves design time and the need to reselect items due to availability as this changes daily.

**Final Design Selections** - Once the revisions are made and approved, you will receive your final mood boards.



# Process Breakdown

## 3 Approval and Procurement

**Furnishing Approval / Payment** - Once you approve the final furniture selections, payment in full will be needed to process the furniture orders. The houzz accepts credit card payments with a 3% fee or ACH with a 1% fee. If you prefer, you can also pay by check directly to Samantha Rachel Interiors.

**Procurement/ Tracking/ Updates** - Samantha will begin to place orders and you will start to receive weekly tracking emails 2 weeks after the orders have been placed.

## 4 Installation

**Install Planning** - Samantha will be hard at work tracking and making sure all items have arrived for a single installation. Furniture, Art, Accessories, Bedding, Rugs, etc.

**Install Day/ Reveal:** Samantha works hard to make sure all items are placed in their final locations and all art is hung. If possible, we request that you are not home so we can create that magical HGTV reveal experience for our final walkthrough. \*Delivery and Installation fees will be estimated and included on the original proposal.

**Photoshoot** - Lights, camera, Action! Ideally I am able to schedule a photoshoot on our last day of Install but it may be shortly after so we can capture the beautiful spaces we created!





# NEXT STEPS

LET'S GET STARTED!

If you have any questions, please do not hesitate to ask. I would be more than happy to clarify any questions you may have.

I look forward to working with you!



*Samantha*  
INTERIORS  
*Rachel*