

# Renovation CHECKLIST

Use this helpful inventory to plan your project – big or small –  
and keep it on track to successful completion

## Before you start

- Assess your space
- Think about what you'd like to achieve
- Set a budget
- Allow for a contingency budget – at least 10%
- Research design styles you like
- Create a moodboard
- Come up with a prospective design brief
- Research planning regulations in your area (planningportal.co.uk)
- Talk to neighbours about your plans to renovate (if it may affect them)
- Check in with building control
- Choose whether to live on site or move out
- Prepare temporary living arrangements
- Pack and decide where to store belongings
- Draw up your ideal timeline

## Planning the build

- Decide on a build route (architect, designer, DIY, design and build company, builder etc.)
- Research reputable professionals in your area
- Ask friends and family for recommendations for professionals
- Source at least three quotes for each professional you plan to use (architect, designer, plumber, electrician etc.)
- Visit their previous work
- Decide on which professionals to hire
- Finalise plans
- Seek the advice of a structural engineer
- Apply for planning permission
- Adjust plans if necessary to gain planning consent
- Seek site insurance if required
- Get planning approval
- Decide on a project manager
- Consult with builders on ordering materials
- Place orders for glazing, doors, skylights
- Decide on a plumber/electrician
- Decide if you'll DIY
- Finalise your timeline
- Hire skip and portalo

## Planning the interior

- Measure up
- Research the style of interior design you like
- Visit showrooms, shops, and design shows/exhibitions
- Compile a wishlist
- Create a moodboard

- Research interior designers if required
- Seek quotes for at least three design professionals and decorating trades and research their previous work
- Hire chosen professionals
- Design internal layout
- Question whether you can reuse any existing fittings
- Dispose of old fittings responsibly
- Decide on suppliers for kitchen/bedroom/bathroom fittings
- Liaise between design and construction professionals to ensure all are working to the same brief
- Finalise internal layout
- Decide on decorating scheme, including flooring
- Design lighting scheme
- Hire painter and decorator
- Hire electrician
- Ensure all mains outlets are where you need them
- Place orders for new fixtures, fittings, furniture, appliances
- Keep a record of delivery schedules

## During the build

- Check in with building control regularly
- Plan frequent site visits
- Schedule regular meetings with project manager/builder/architect
- Construction of new space
- Fit glazing, doors, skylights
- Fit new plumbing and heating
- Fit new electrics
- Plastering
- Lay flooring
- Apply wallcoverings
- Fit new fixtures and fittings
- Ensure stages are completed as planned

## Finishing touches

- Decorate
- Place furniture
- Accessorise
- Select and fit window treatments
- Discuss snagging with your builder and architect/designer
- Update home and contents insurance
- Check all payments are in order

*you're done - welcome home!*