



SCAN TO PLAN CHECKLIST

PROJECT NAME:

TOTAL BUILDING SQFT:

TOTAL SITE SQFT:

PROJECT ADDRESS:

FLOOR PLANS

QUANTITY (Number of Floor Plans required)

Included Elements: Floors, Walls, Doors, Windows, Stairs, Common Plumbing Fixtures*

Included Annotations: Room Areas, Room Dimensions, Overall Building Dimensions

Optional Drawn Elements (not included as standard)

Basic Millwork (Built-in Cabinetry and Fireplaces only)

Furniture (Standard Office)

MEP (Electrical)

Optional Annotations (not included as standard)

Gross Area

Door & Window Openings

Windowsill Heights

Wall Thickness

Ceiling Heights

ROOF PLANS

QUANTITY (Number of Roof Plans required)

Included Elements: Roof Structure, Walls, Doors, Windows, Stairs

Included Annotations: Room Areas, Room Dimensions, Overall Building Dimensions

Optional Annotations (not included as standard)

Gross Area

Wall Thickness

Door & Window Openings

CEILING PLANS

QUANTITY (Number of Ceiling Plans required)

Included Elements: Walls, Exposed Structure, Openings, Ceiling Grid, Representative Light Fixture Locations

Included Annotations: None

Optional Drawn Elements (not included as standard)

Exposed Mechanical, Electrical and Plumbing (includes annotated sizes)**

Optional Annotations (not included as standard)

Ceiling Heights

Overhead Structure Heights



EXTERIOR ELEVATIONS

Included Elements: Walls, Doors, Windows, Exterior Stairs & Ramps, Roofing, Landings & Decks, Grade Line

QUANTITY (Number of Exterior Elevations required)

Included Annotations: Floor Levels (if interior data not available, levels will be indicative)

Optional Annotations (not included as standard)

Grade at Building Corners

Door and Windowsill Heights

Roof Slope

Deck/Landing Heights

Soffit Heights

INTERIOR ELEVATIONS

Included Elements: Walls, Doors, Windows, Stairs & Ramps, Visible Service Locations, Wall-Mounted Lights, Switches and Vents

QUANTITY (Number of Interior Elevations required)

Included Annotations: None

Optional Drawn Elements:

Basic Millwork (Built-in Cabinetry, Fire Places, & Basic Decorative Details)

Optional Annotations: Component Heights (above Finished Floor Level)

BUILDING SECTIONS

Included Elements: Floors, Walls, Doors, Windows, Stairs, Common Plumbing Fixtures, Ramps, Ceilings, Roofs

QUANTITY (Number of Building Sections required)

Included Annotations: Floor Levels (if interior data not available, levels will be indicative)

Optional Annotations (not included as standard)

Ceiling Heights

Overhead Structure Heights

Soffit Heights

Roof Slope

Door & Window Heights

SITE LAYOUT

(if selected please complete TOTAL SITE SQFT at top of page)

Included Elements: Walls (at Foundation), Landscaping Material Changes (Outline), Trees & Large Foliage

QUANTITY (Number of Site Layouts required)

Included Annotations: None

CAD Drawing Methodology

By default, drawings will be generated per TRUE As-Built conditions within the stated accuracy tolerance of LOA20. Note that drawn elements will likely not be perfectly parallel/perpendicular, but rather will reflect actual field conditions. Should you wish otherwise, please select the option for "As-Design conditions" where the environment will be modeled as "square/defined" or discuss directly with your Multivista contact. Drawing to True As-Built conditions and As-Design conditions can not be changed once project has started.

Drawing to TRUE As-Built Conditions

Drawing to As-Design Conditions



PROJECT UNITS (Compulsory)

IMPERIAL (Feet and Inches)

METRIC (Metres and Millimetres)

2D CAD PLAN DELIVERABLES (Compulsory)

DWG

DXF

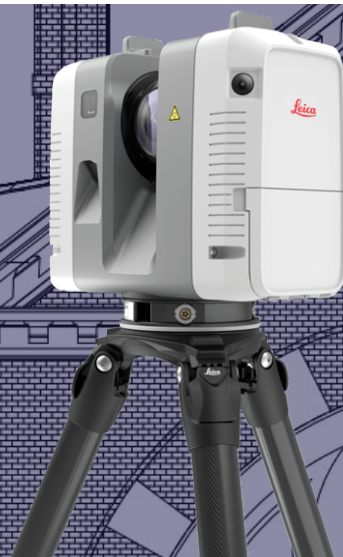
PDF

If an older version is required, please specify:

NOTES:

PLEASE NOTE

- Each additional option and add-on will increase the overall price of the project. To discuss your project requirements in more detail, please speak to one of our Multivista sales team.
- *Common Plumbing Fixtures include toilets, sinks, shower trays and bathtubs only
- **MEP components smaller than 2" or 50mm will not be drawn
- Projects will not start until all mandatory sections are completed
- For more details, please refer to Scan to Services Product Matrix and Scan to Services Product Definition
- Any additional requirements not listed in our standard deliverables will be subject to additional charges and increased timeline.



**PROJECTS IN
13 COUNTRIES**



**+1,800
PROJECTS**



**+ 235M SQ. FT.
COVERED**