



Need help planning the right office and laying it out in your work area? Planning an office with multiple workstations? BBF's Space Planning Service* helps you optimize your space to make sure the furniture "fits".

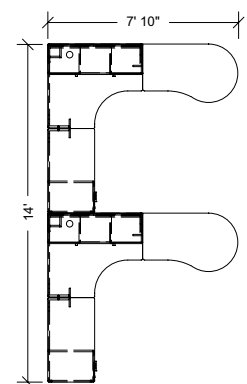
This is a complimentary service with the submittal of the BBF Space Planning Guide.



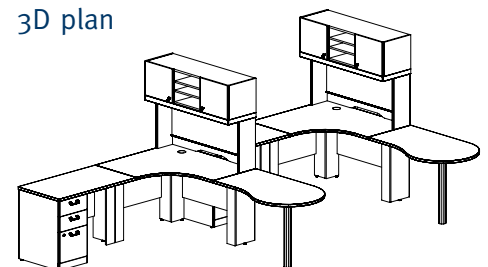
- Space Planning experts help you choose the BBF furniture that's right for you and your work needs
- They design complete office layouts based on your specifications and offer guidance on configuring your office for optimal efficiency and use of space
- Guidance on configuring your work space and furniture layout for optimal efficiency and use of space
- Plans are based on the actual dimensions and physical conditions in your designated office space, taking into account doorways, windows, obstructions, traffic flow, etc.
- 2D and 3D plans, which help you visualize your new space, provided by e-mail or fax within an estimated 2 business days
- Plans include convenient spec list for easy ordering
- Bush symbol library is available in 20-20 CAP Studio

*not currently available in Florida

2D plan



3D plan



Discuss your working needs and requirements with a Space Planning expert. Call BBF Support Line: **1.800.964.1638** or e-mail spaceplanning@bushindustries.com for a no-cost consultation. Visit www.bbffits.com for more information.

BBF Space Planning Guide



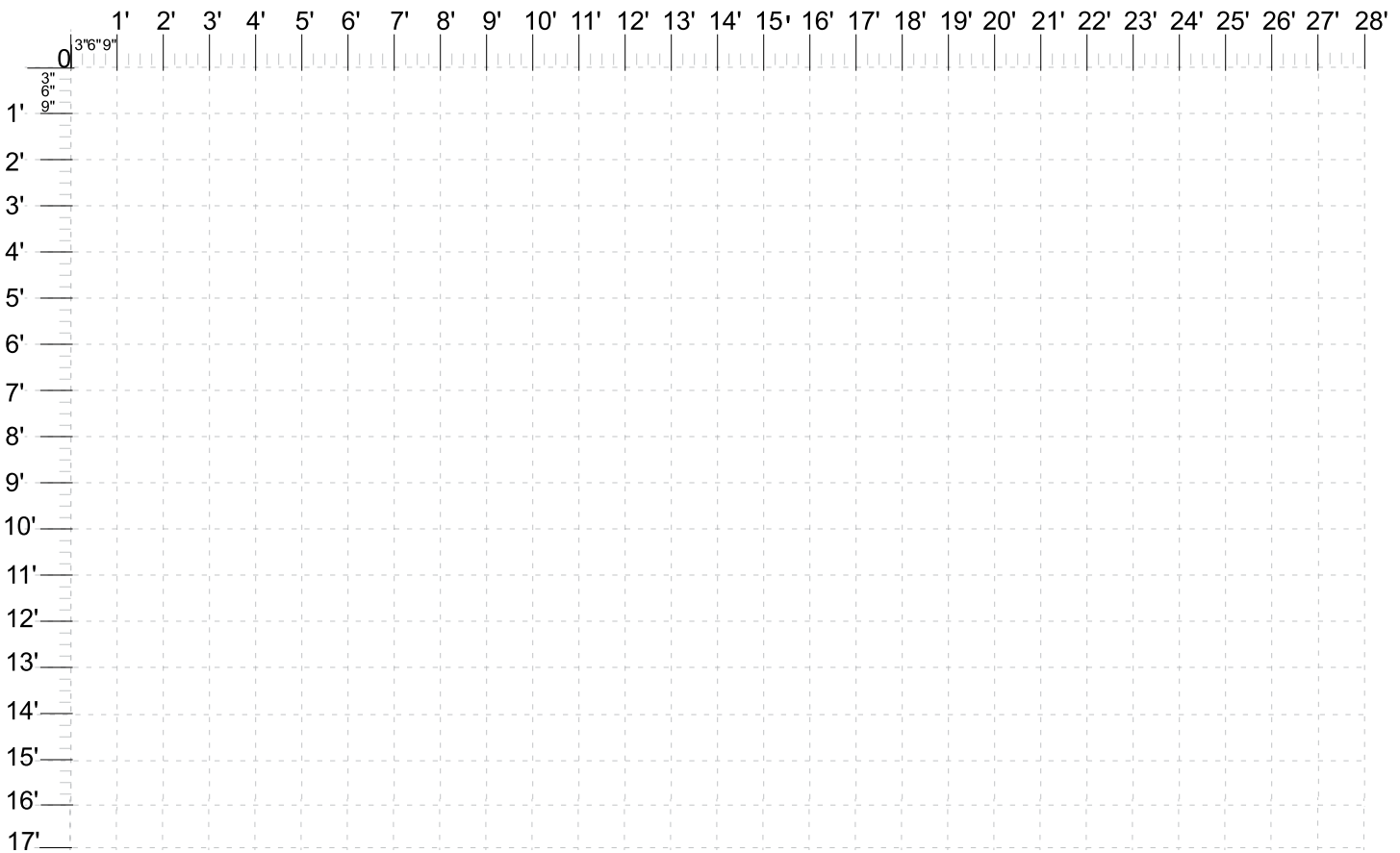
Contact Information

Dealer		BBF Customer:		Contact:	
City/State/Zip			Phone:		
Fax:			E-mail:		
Interior:	Main Color:	Accent:	Floor Type:		
Existing Furniture (Include Dimensions)					

Furniture Needs (Circle all that apply)

Product Line:			Finish Option:			
Work Surface:	U-Shaped	L-Shaped	Straight	Corner	Conference	
Storage:	File/File	Box/Box/File	Lateral	Open	Bookcase	Overhead Other
Seating:	Indicate how many of each		Executive _____	Management _____	Task _____	Conference _____ Guest _____
Delivery Type:	Direct Ship	Install 360™				

*Please draw all **Architectural, Electrical, Data/Com** elements clearly using an Ink pen.
 Attach a DWG file if available and please attach another sheet if more grid room is needed.



NOTES:
