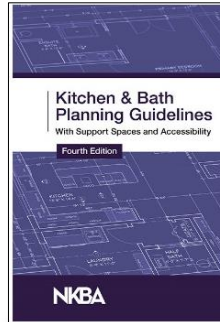


ALL ENTRIES MUST MEET 4th EDITION NKBA KITCHEN + BATH GUIDELINES

NKBA National Resource Document Links

- Our local 2026 Design Competition will be judged against the 4th Edition Kitchen + Bath Planning Guidelines released by NKBA Jan 2023. You may purchase your own copy online via the links to the right.
- PDF links of the planning guidelines will be available soon on our [chapter website](#).



New 2023 Kitchen + Bath Planning Guidelines: 4th Edition

To Purchase:

- [Amazon.com NKBA eBook / Kindle](#)
- [NKBA.org Spiral Bound Book](#)

Statement Requirements

- All statements must be entered online into Award Force.
- Do NOT include any identifying information. Including the below listed information will result in point deduction.
 - Client name or address
 - Designer name or logo
 - Business name or address

PROJECT OVERVIEW

- 80-word maximum “in your own words” narrative essay (not outline format) to highlight your favorite design details & describe the project as you would like it to be announced at the Gala awards ceremony, if it is a winner.

DESIGN NARRATIVE

- 200-400 words that outline the client needs, objectives, design philosophy, challenges, solutions and special circumstances (think of the design statement you’d pitch to a magazine in a bulleted outline format).
- Objectives: Outline criteria to be met by your design solution; examples:
 - Create casual dining for large family.
 - Update to contemporary tastes of clients.
 - Provide healing options for a sick family.
 - Create multi-generational kitchen.
- Design Challenges: Describe fixed elements or special circumstances.
 - Design space around support posts, air ducts, plumbing, etc.
 - Include client’s sports souvenirs collection.
- Design Solutions: Describe how you creatively solved the challenges, for example:
 - Used negative space between air ducts and created storage space.
- Special Features: Highlight design elements that are unique or notable, for example:
 - Technology and voice activation.
 - Repurposed wood from the dance studio where client danced as a child.
- To present your entry in the best way, please use the above guidelines to assist in creating a concise, effective design narrative statement. This will help to ensure that the judges have a good understanding of your project.

NKBA Puget Sound Graphics Presentation Standards – Page 1 of 2

LETTERING

- Title block lettering is largest.
- Titles within the drawing are 2nd largest (1/4").
- List of specifications, symbol descriptions, nomenclatures, and dimensions (1/8"-3/16").
- Notes are never less than 1/8" .

LINES

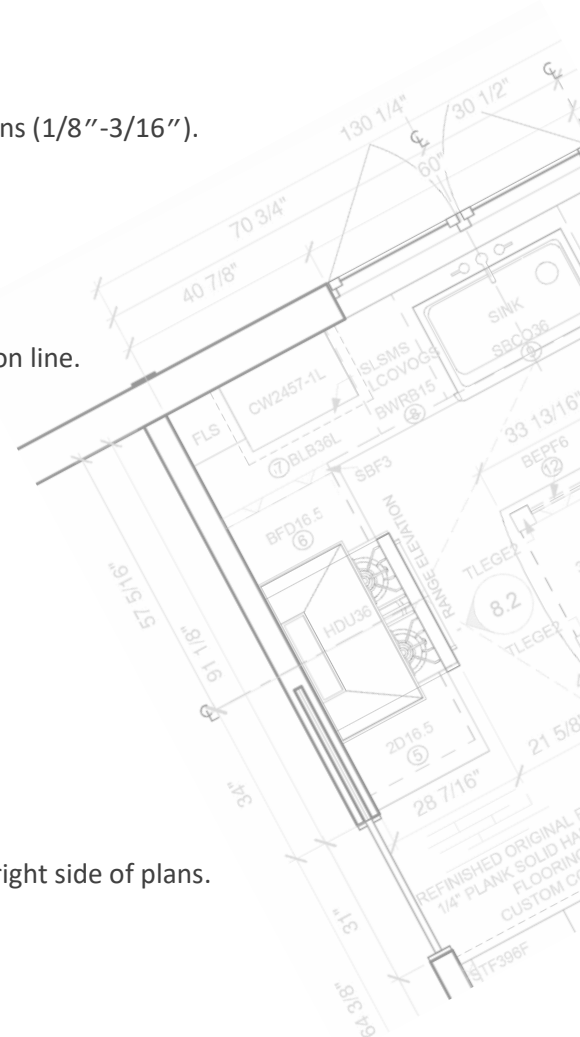
- Solid lines are for: wall cabinets, tall cabinets, and counter tops.
- Hidden lines (short dashes) are for base cabinets.
- Witness lines begin 1/16" outside objects & extend 1/16" past dimension line.
- Center lines are:
 - Series of 1 long and 1 short dash.
 - Lighter and thinner than object lines.
 - With CL symbol at the top/beginning.
 - **REQUIRED** for fixtures, lighting, plumbing, and appliances.
- Dimension lines are thin lines.
- Breaklines are same as object lines with a  at the end.
- Overhead lines are:
 - Long dashes same weight as object lines.
 - Used "above" cabinets, e.g. skylights, soffits, molding.
- Cutting plane lines are 1 long and 2 short dashes.

GENERAL

- All dimensions and lettering should be readable from bottom edge and right side of plans.
- Area created by filler should be filled with cross-hatch lines (show filler).
- Appliance doors and handles are shown with thick black lines.
- Faucet and control locations should be on floor plan.

STANDARDS (Required)

- Appropriately scaled to best fit and read easily.
- Scale of either 1/4", 3/8" or 1/2" = 1' - 0". Scale must be noted on the plans.
- Finish interior dimensions are used.
- Centerlines are:
 - Given in 2 directions when possible.
 - Dimensioned from return wall or face of cabinets or equipment.
 - Usually 2nd dimension line.
 - For cooktops, refrigerators, sinks, wall ovens, microwave ovens, fan units, light fixtures, heating and air-conditioning ducts, radiators.
- Dimensioning:
 - Inches only.
 - Each set of dimensions should be at least 3/16" apart on separate dimension lines.
 - If possible, outside wall lines.
 - Parallel to Title block.



NKBA Puget Sound Graphics Presentation Standards – Page 2 of 2

FLOOR PLANS (Required)

- Dimension lines on a floor plan are usually: 1st set is wall segments 2nd set is centerlines 3rd set is overall
- Cabinet/Appliance Nomenclature is:
 - Identified inside area of position (with cabinet trim and finish designated outside with an arrow clarifying exactly where the trim is located). Any additional information must be designated with # within a cabinet area and information should be cross-referenced on same sheet.
- OR**
- Circled reference # on floor plan and cabinet code on elevations or cross-reference list on floor plan. Any additional information should be included in this cross-reference list.
- Any special design features, materials, etc. should be shown in scaled section view.
- Overall length of any wall to have cabinets, fixtures, etc.
- Each wall opening is measured from OUTSIDE TRIM.
- Fixed structures are dimensioned.
- Ceiling height (usually in center of plan).
- Island and peninsula require:
 - Overall dimensions.
 - Positioned from two directions; measured from return wall or face of cabinets/equipment.

ELEVATIONS (Required)

- One elevation representing the most significant wall is required. Additional elevations may be included to fully explain your project.
- Dimension cabinets with toe kick and finished height.
- Show a portion of doors/drawers to indicate style and handle/pull placement.
- Show countertop thickness and backsplash height.
- Doors, windows, etc. should have trim included in overall dimensions.
- Dimension lines are usually:
 - 1st set is cabinets: widths, heights, depths.
 - 2nd set is centerlines.
 - 3rd set is overall.

MECHANICAL PLAN (Not required to enter Puget Sound Chapter Design Contest, though can be helpful.)

- Shows outline of cabinets, countertops, and fixtures with NO nomenclature.
- Has overall room dimensions.
- Shows electrical/lighting, plumbing, heating, air conditioning & ventilation systems, and minor wall/door changes.
- Has mechanical legend.
- CL (center line) dimensions in 2 directions when possible.

PERSPECTIVES (While not required, perspectives may be included to fully represent your project.)

BEFORE PLANS (While not required, before plans may be included to fully represent your project.)

- Before plans do NOT have to follow presentation standards.
- A simple line drawing can help illustrate the existing conditions.

Digital Design Board (Required)

The [Digital Design Board](#) is a **REQUIRED UPLOAD** at the same time as all the other project entry documents.

This board is an opportunity for you to display your work. Assemble the photos of your project and materials on the digital design board template in a way that you feel best expresses your project. Once you have completed your design board in the template, please save as a PDF and upload in the Design Boards tab of your entry.

ABOUT THE DIGITAL DESIGN BOARDS:

- Digital Boards are required as part of the project submission.
- They are used to display your project and talents during the People's Choice voting.
- Boards are NOT a part of the official impartial judging process.
- In addition to the Digital Design Board, a Cover Photo is required. This will be uploaded separately from the Design Board and is what People's Choice voters will see first before clicking on the Design Board to view. The Cover Photo may be your "Best" photo or any other photo from your Digital Design Board that you feel will entice voters to click through to view your full Digital Design Board.
- One Board and one Cover Photo per project entered is a requirement.
- People's Choice Voting will have two tiers:
 - **Tier One Voting:** Your NKBA member peers & colleagues will view all design boards online and vote for their favorite based on the digital display.
 - **Tier Two Voting:** From the Tier One online voting by members, the top six projects in each of three categories will be presented at the Gala for the final round of voting on People's Choice. There will be in-person voting by the attendees the night of the Gala to determine the ultimate winners. The three People's Choice categories are: Kitchen, Bath, and Other Room.

DIGITAL DESIGN BOARD TEMPLATE PROVIDED BY NKBA PUGET SOUND:

- Digital Template will be provided within the Award Force entry platform.
- Digital Design Boards will be anonymous.
- Label includes project name, category and Gala Logo (one per project entered).

ITEMS REQUIRED ON DIGITAL DESIGN BOARD:

- 3 professional images of completed space.
- Include images of a few of the main finish materials used (these should be smaller than the completed project photos).
- Digital Design Board template must remain in the **LANDSCAPE** position and remain the **ORIGINAL SIZE** provided.
- Digital Design Boards are limited to **ONE SINGLE PAGE**.
- Gala Label may **NOT** be moved from its original location on the template.

OPTIONAL ITEMS THAT CAN BE INCLUDED ON DIGITAL DESIGN BOARD:

- Floor plan of the space.
- Before images.
- Elevations.
- High quality images of products such as lighting, fixtures, hardware etc. used in the finished project.

DO NOT :

- Alter the Digital Design Board size, background, color scheme, or Gala label.
- Add any frames / outlines to your board or to your photos.
- Add any additional decorations or images other than your project photos or material sample photos.
- Create more than one board / one page per project entered.