

- 1. Begin with an accurate freehand sketch indicating the inside of the pool perimeter and the profile of the pool. Indicate clearly the hopper (deep end ) and the shallow end breaks if you are using the freeform measuring sheet. If you are using the common shapes sheet, be sure to use the correct hand.
- 2. Establish two stake positions and label them A and B Use spikes, rebar or screwdrivers with a minimum distance of 15 feet apart. When choosing a position, ensure they are parallel or perpendicular to the pool centerline and if extended in either direction must not intersect the pool. The stakes must be a minimum of 3 feet back from the pool's edge. Once the stake position is established, record the measurement (distance between the A and B) and location on the attached measuring form. We cannot tell the hand of the pool if the stakes are not shown in relation to the pool.
- 3. Attach a 100 foot tape measure to each of the stakes. Be sure to remember which stake is label A and B. Start from a distinctive point (the start of a step or the break-off). Pull both the tape measures to the point at the <u>same time</u>. Record the measurement for the A tape in the A column on the measuring sheet and the B measurement in the B column starting at point number one.
- 4.Continue taking a measurement around the entire perimeter of the pool approximately every 2 feet for the large radius section and 1 foot for a tight reverse sections. You can go wider on a straight wall pool but enough points must be given along the wall in the event one point does not work. You must plot the start and the end of a radius corner as well as two points in between. It is also important to locate any angle changes or miter corners on straight wall pool. For example the inside corner on a Lazy L pool.
- 5. Define the Break-off and Hopper Line: If possible use a level and sidewalk chalk to mark the break points on the coping, <u>if the break-off is rounded or non common</u>, more details must be provided and photos may be required. Establish the back (H1 and H2) hopper line: this is where the front transition slope meets the hopper (flat deep end). The points for the hopper line must be taken at the coping level, not inside the pool. Take an imaginary line across the hopper at the coping using a string or a tape and mark the coping with chalk. Record the A/B measurement for all the above points clearly marking them as S1, S2 and H1, H2.
- 6. <u>Measure the Perimeter</u>, this is extremely important for shaped pools. This measurement is used to confirm that the plot given is accurate. Use a 100' fiberglass tape measure, start at a distinctive point like the edge of the step or break-off. If a perimeter wheel is used, it must be done several times and an average given ( please note this is not recommended) Slide the tape along the wall just below the coping around the pool, don't forget to also measure the step if present also indicate if the step is straight or curved.
- 7. Measure the slopes, depth and wall height. Do not measure the depth at the main drain, measure the depth at the edge of the slopes. Take several measurements around the hopper and provide all the measurements if they vary by more than 4 inches, if not give the shortest as the depth. Do not forget to subtract the measurement from the top of deck to the bead retainer for the overall depth. Take multiple measurements around the shallow end measuring from the bead retainer to the shallow end floor, to confirm the shallow end depth. All measurements must be taken horizontally and vertically.

Tips: When positioning the stakes, the ideal position is parallel to the centerline; due to landscaping this might not be possible. The stakes can be located anywhere around the pool as long as it does not cross the perimeter of the pool, if extended in either direction. It is not necessary to mark the coping, unless you feel more comfortable using this method. Pull the tape measure tight and making sure it does not get caught on obstructions. All measurements must be take at the same elevation. Please use a black pen and print clearly when filling out the measuring forms to avoid delays in processing your orders. **Please provide photos for any pools with strange or non common features.**