

WHAT FILES TO SEND FOR A 3D QUOTE

A quote is only as accurate as the files behind it. This guide lists what to send for renders, a film, a 360 tour or floor plans, how to send large files and what happens next.

You do not need everything on this list. Send what you have, even if it is incomplete, and we tell you what is missing.

THE 3D MODEL

- ☐ **SketchUp (.skp) or Revit (.rvt)**
The most useful single file. Send the latest design, with old options removed or clearly named.
- ☐ **2024 version preferred**
It opens without conversion. Older versions can usually be read; tell us the version when you send.
- ☐ **No model yet**
That is fine. We build the model from drawings as part of the scope, and the quote shows the modelling as its own line.

DRAWINGS

- ☐ **DWG or PDF drawings**
AutoCAD (DWG) is most useful, because dimensions can be read directly. PDF works if it is to scale and readable.
- ☐ **What the set includes**
Floor plans for every level shown, elevations of every facade in view, sections, the site plan and interior layouts with furniture.

MATERIALS, BRAND AND REFERENCES

- ☐ **Materials list**
Which stone, tile, paint, wood and glass, with supplier names or product codes where you have them, and photos of samples.
- ☐ **Lighting**
Warm or cool light, fixture types and any facade or feature lighting.

- ☐ **Brand guidelines**
Logo files, colours and fonts for signage, hoardings and film titles. For a development with its own brand, send that one.
- ☐ **References**
Images of the mood, light and time of day you want. Mark what you like in each, and note any style to avoid.
- ☐ **Site photos**
The plot and street from where the camera will stand, the neighbouring buildings, and a location pin so the sun and views are right.

THE BRIEF

- ☐ **Views list**
Each still you need, by day or night, plus any film, 360 tour or floor plans. One line per view is enough.
- ☐ **Where it will be used**
Brochure, website, social media, sales centre screen or hoarding. This sets the sizes and shapes we deliver.
- ☐ **Deadline**
The date and what sets it: a launch, an exhibition or a tender.
- ☐ **Languages**
Arabic, English or both, for titles, captions and labels, and who writes the text.

HOW TO SEND LARGE FILES

- ☐ **Attach in the project form**
Smaller files go straight into the project form on creatvz.com.
- ☐ **Share a Drive or WeTransfer link**
For anything too large to upload, paste a Google Drive or WeTransfer link in the brief. Check that the link opens for anyone who has it.
- ☐ **One folder, latest files only**
Name the folder after the project and keep only the current drawings in it, so nobody works from an old version.

WHAT HAPPENS NEXT

01

We check the files

We open the model or drawings and compare them with your list of views.

02

We ask what is missing

If something is unclear or missing, we reply with short questions.

03

You get a quote

A quote that names every view, says whether modelling is included and lists the revision rounds, which are included in every quote.

SEND YOUR DRAWINGS, GET A QUOTE WITHIN 48 HOURS

A full set typically takes 30 to 40 days, depending on scope.

Want to see real projects first? Request a private portfolio walkthrough in the same form.

SEND YOUR FILES

Project form **creativz.com/sa/start/project**

Email **hello@creativz.com**

WhatsApp **+966 55 486 8530**