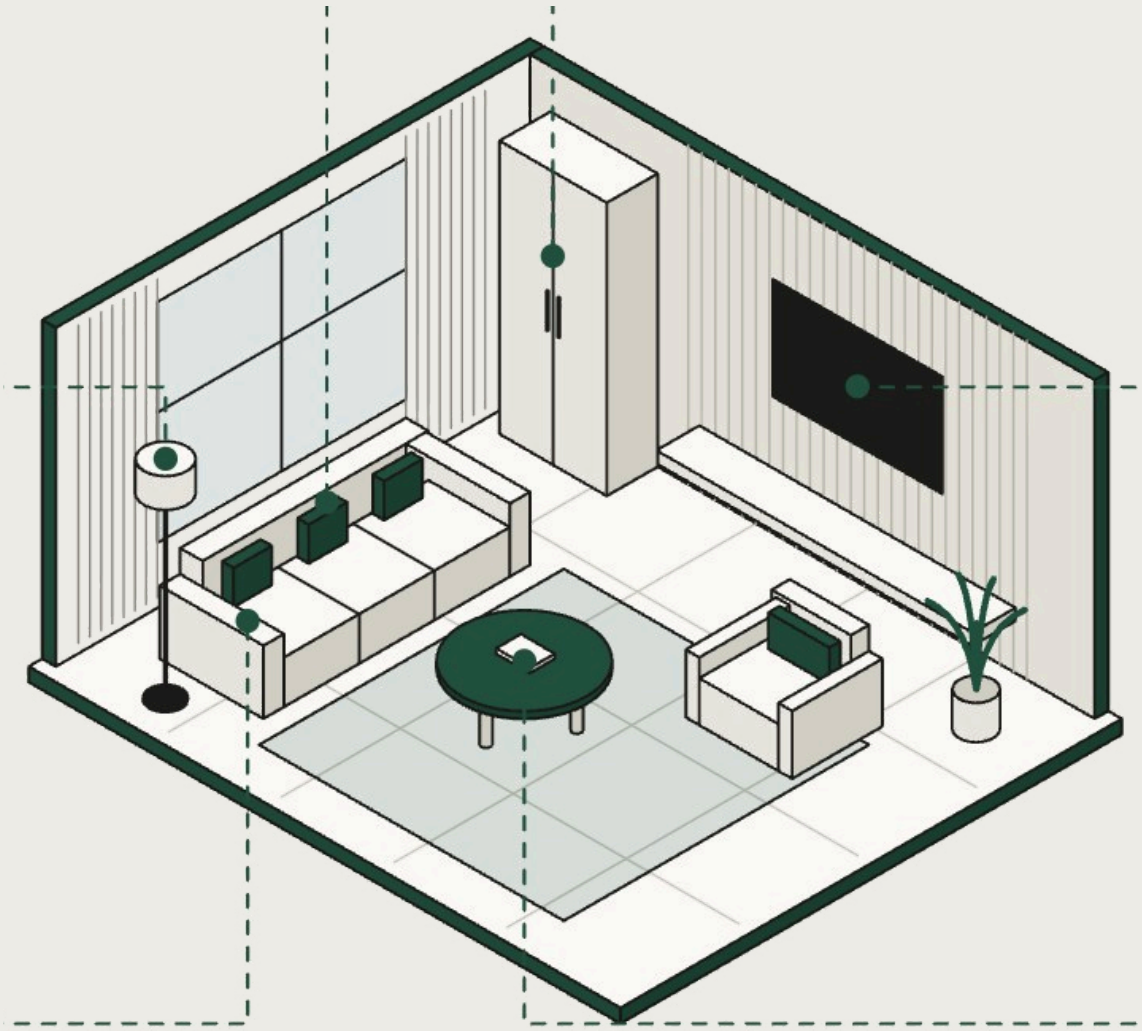
SERVICE GUIDE

We furnish your home on your behalf while you're away.

From product selection to custom-made furniture, from delivery to installation checks, we manage the entire process remotely and transparently, with a single point of contact. When you arrive, your home is ready to use.



Free site visit
the first visit is on us

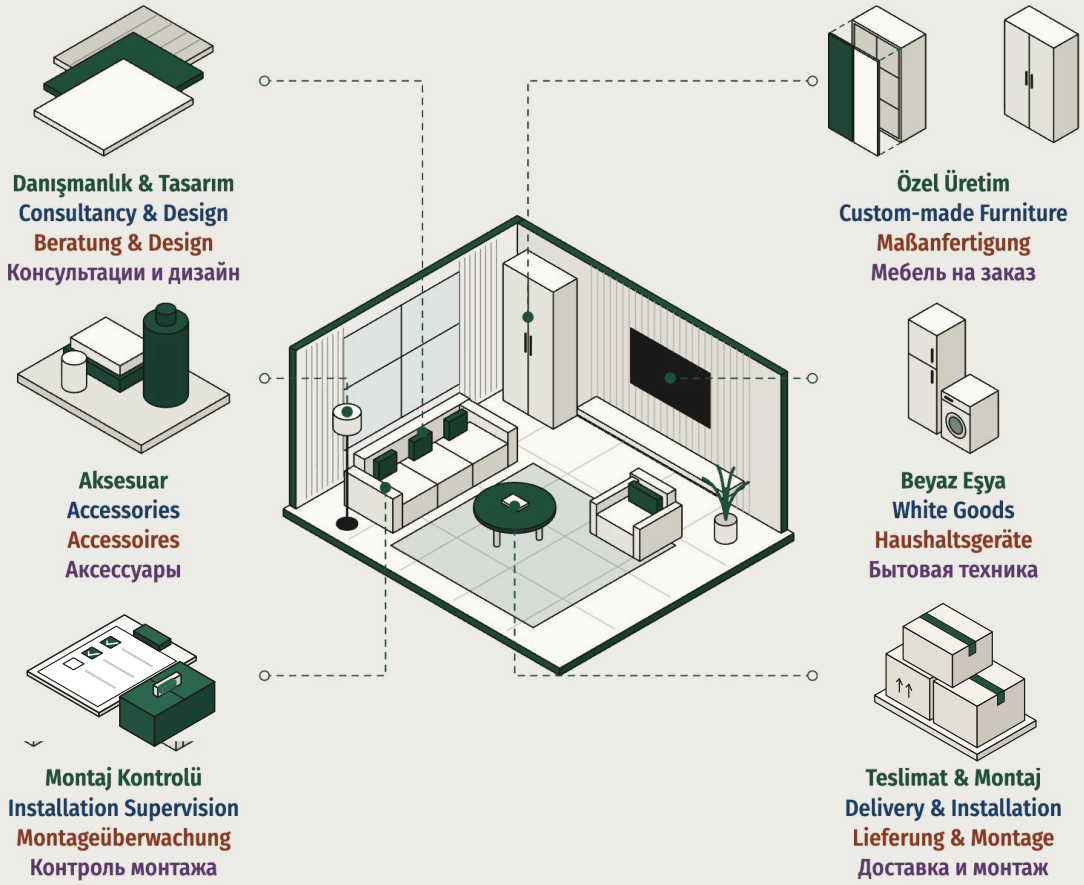
All of North Cyprus
every region

Same-day reply
WhatsApp · Telegram · email

10 years
client experience & interior architecture

Everything a home needs, from a single source

COAP Design Collective gets homes ready to live in for owners in North Cyprus who cannot always be on the island. With 10 years of client experience and interior architecture, we manage design, sourcing and installation on your behalf and keep you informed with photos and videos at every stage.



Consultancy & Design

Needs assessment, layout plan, material and colour selection, 3D model and renders.

Custom-made Furniture

Design and production management for made-to-measure furniture such as wardrobes, kitchens, TV units and headboards.

Accessories

Textiles, lighting, décor and kitchenware – the finishing touches that make a house a home.

White Goods

Selection, sourcing and test-running of appliances suited to the space and its use.

Installation Supervision

On-site supervision of the delivery and installation of products you bought elsewhere.

Delivery & Installation

Delivery coordination, inspected installation and video handover – your home is ready when you arrive.

How we work

You don’t need to be on the island. All meetings take place via WhatsApp, video call or email, and every approval is given in writing.

01

Consult

We: listen to your needs, intended use (own use / rental) and budget, and see the property on a free site visit.

You receive: an itemised, numbered, personal quotation.

02

Design

We: take measurements and prepare a layout plan, product list and, if needed, a 3D model and renders.

You: review the selections, approve them or request changes.

03

Produce & Source

We: track orders for the approved products and the custom production, and coordinate suppliers and workshops.

You: pay suppliers directly; invoices are issued in your name.

04

Install & Hand Over

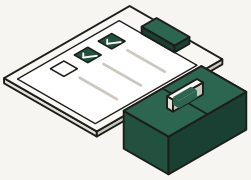
We: receive deliveries, supervise installation and follow up on missing items and damage.

You receive: a photo/video handover report and a signed handover record.

Which service suits you?

Your situation	Our recommendation
I’ve bought my furniture and appliances but can’t be on the island for delivery and installation.	**Service 1 · Delivery Receipt & Installation Supervision**
I want my home furnished and would like you to choose the products.	**Service 2 · Furnishing**
I want made-to-measure pieces such as wardrobes, a kitchen or a TV unit.	**Service 3 · Custom-made Furniture**
I want to receive a home ready to live in or let, without coming over.	**Turnkey**
My home is still under construction; I want to see how it will look.	**3D Home Design Package**
I need professional drawings for a layout, ceiling, lighting or renovation.	**Professional Services**

Our services



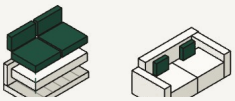
SERVICE 1 Delivery Receipt & Installation Supervision

For owners who have bought furniture and appliances elsewhere but cannot be on the island during delivery and installation.

WHAT'S INCLUDED

- Coordinating with suppliers on delivery day and opening the property
- Checking products against the order list (quantity, model, colour)
- Inspection for damage, scratches and missing parts
- On-site supervision of installation: measurements, alignment and fixing
- Reporting faulty products to the supplier and following up on replacement or repair
- Photo/video report after every visit

Pricing: Fixed fee by property type. Choose a single visit or a 2-visit package; extra visits are charged separately.



SERVICE 2 Furnishing

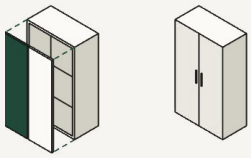
For clients who want their home furnished from scratch, leave product selection to us and take part remotely.

WHAT'S INCLUDED

- Needs assessment: lifestyle, intended use, budget
- On-site measurements and furniture layout plan
- Room-by-room selection: furniture, appliances, lighting, textiles, accessories
- Product and budget list with images, dimensions and prices (2 selection rounds included)
- Purchase follow-up after your approval; invoices in your name
- Delivery coordination and installation supervision
- Photo/video handover report and handover record

Pricing: Fixed service fee by property type + a set percentage of the approved purchase budget. The percentage is calculated transparently on final invoices.

Supplier discounts are passed on to you. You pay suppliers directly; COAP never holds your money, and nothing is bought without your approval.



SERVICE 3 Custom-made Furniture

For clients who want made-to-measure furniture that fits their space perfectly. We design and model each piece and manage its production from start to finish.

WHAT WE CAN MAKE

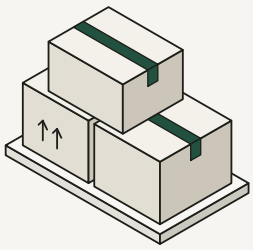
- Built-in and free-standing wardrobes
- Kitchen cabinets
- TV units
- Beds, headboards and bedside tables
- Dressing tables
- Dining tables and other fixed / free-standing furniture

PROCESS

1	2	3	4	5	6	7
On-site measuring	3D model	Renders (optional)	1 revision round	Approval form	Production management	Installation & quality check

Pricing: A design/modelling fee per piece + a production management fee based on the production cost. The production cost is paid directly to the manufacturer.

As made-to-order items cannot be returned, production starts only after you sign the approval form covering dimensions, materials, colours and fittings.



FULL SERVICE Turnkey

For clients who want to receive a home ready to live in or let, without coming over.

WHAT'S INCLUDED

- Everything in Furnishing (Service 2)
- Production management for custom-made pieces
- Sourcing of appliances and accessories
- Final styling: arrangement, textiles, décor
- First clean
- Home tour by video call and video handover

Pricing: Fixed service fee by property type + a set percentage of the purchase budget. The design fee for custom pieces is quoted separately.

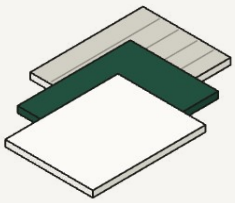


DESIGN 3D Home Design Package

For clients whose home is under construction or newly handed over and who want to see the result before buying anything.

- 3D model of the whole home (studio, 1+1, 2+1, villa)
- Furniture layout, material and colour proposals
- Optional render package: photorealistic images
- A ready basis for furnishing and custom-made furniture

Pricing: Fixed design fee by property type; render package extra.

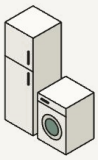


INTERIOR ARCHITECTURE Professional Services

For work that needs professional drawings and project support.

- **Interior drawing revisions:** Revising layouts and kitchen and bathroom arrangements in apartments and villas under construction
- **Ceiling and lighting plan:** Suspended ceilings, lighting points and fixture proposals
- **Measured survey:** Measuring the existing space on site and drawing it up
- **Renovation project:** Design of the renovation scope and working drawings

Pricing: Project-based quotation depending on scope. Delivery format (PDF / DWG) and timeline are stated in the quotation.



EXTRAS Additional Services

- **Final styling and cleaning:** Can be added to Furnishing or Installation Supervision.
- **Property care (monthly):** Regular visits, key management and status reports for empty or rented homes.
- **Online consultation:** Ideas and guidance by video call, billed by the hour.
- **Post-handover check:** One free check-up visit within 30 days of handover.

Your guarantees

Your money stays with you

You pay suppliers and manufacturers directly; invoices are issued in your name.

No purchase without approval

Nothing is bought until you approve the list with images and prices.

One point of contact

We deal with suppliers, workshops and installers – not you.

Regular reports

Photos/videos at every delivery and installation, plus a weekly progress summary.

Written contract

Scope, fees, timeline and responsibilities in writing; a signed record at handover.

Transparent fees

Percentage fees are calculated on final invoices, and you receive copies.

How is pricing set?

- **The first site visit is free.** We then send you an itemised, numbered, personal quotation.
- **Fixed service fees** depend on the property type: studio 1+0, 1+1, 2+1, villa.
- **Where we select the products,** a set percentage of the approved purchase budget applies on top of the fixed fee.
- **For custom-made furniture,** there is a design fee per piece and a production management fee based on the production cost.
- **Payment:** design fees upfront; for other services, 50% on signing and 50% on handover. Prices are in GBP; payment in EUR is accepted.

Frequently asked questions

Can I manage the process without coming to the island?

Yes. All approvals are given via WhatsApp, Telegram or email, and you follow every stage through photos and videos.

Who provides the product warranty?

The seller and manufacturer provide the warranty. If there is a problem, we report it and follow up the replacement or repair.

How long does it take?

It depends on supply and production lead times. The target handover date is stated in the quotation and the contract.

Do you also work on homes I plan to let?

Yes. We choose durable products suited to rentals and also offer monthly property care after handover.

Which areas do you cover?

We cover all of North Cyprus (TRNC).

How quickly do you reply?

On the same working day; messages received outside working hours are answered the next working day.

CONTACT

Tell us about your project – we'll furnish it.

Just tell us the property type and area. We'll reply the same day and schedule your free site visit.

Scan to message us on WhatsApp

TEL. / WHATSAPP / TELEGRAM

+90 533 820 66 63

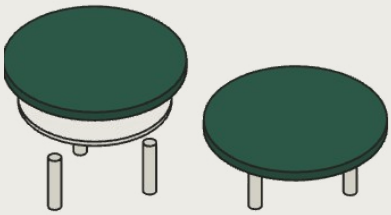
coa@coapartners.net

www.coapartners.net

Free site visit
the first visit is on us

All of North Cyprus
every region

Same-day reply
every weekday



This guide is for information only; exact scope and fees are set out in the quotation.