

# project questionnaire



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DATE

CLIENT NAME

CLIENT ADDRESS

PROJECT ADDRESS

CONTACT NUMBER

EMAIL

## project summary

DATE & TIME

INITIAL MEETING

PROPOSED BUDGET

PROPOSED

START DATE

ARE PLANS DRAWN  
AND AVAILABLE

MAIN CONTACT  
DURING PROJECT

PREFERED STYLE  
OF COMMUNICATION

# questionnaire

## PRE-DESIGN QUESTIONS



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We have put together a collection of questions to help us better understand your project goals, whether that is a renovation or a new build.

These questions are designed to bring your ideas and plans into focus.

We want to help you build your future from an inspired dream, a piece of paper and finally a vision that can be felt, admired and enjoyed for years to come.

So, jump in and have a go at each question but it's more about the quality of the answers over the quantity of writing. So don't worry if you can't answer them all!

Scribble all over it, sketch your thoughts and ideas and even stick in pictures or samples if you want to. If you have any questions, please note them down. We may be able to come up with more than one way to solve a problem and come up with a new solution!

### *too many questions?*

If you are not sure how what to write then just tells us what you like and don't like about what you currently have, and / or what you are hoping to achieve.

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## PRE-DESIGN QUESTIONS



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### *Basic info.*

Project location

Project type - New build / Renovation / Extension / Tiny House

If it is a new build, have you purchased the land?

How many rooms / spaces

How many bathrooms / ensuite / powder room

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## PRE-DESIGN QUESTIONS



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*let's get started.*

What is your end vision for your project?

Have you been involved in a renovation or build before? What was that experience like?

Is the project an investment property, a fix-&-flick, or a place you will live in?

Who will live in the home or visit regularly (include pets!)

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### *design style.*

What 'design styles' do you like or dislike? (*Hamptons, Coastal, Modern, Classic, Country, Minimalist etc.*) Describe what you like or dislike about the style/s.

Are there colours that you prefer?

*i.e. bright, neutral, dark, light, colourful, muted, earthy, monochrome.*

Do you own any furniture, equipment or items that need to be included or planned for in any way in the project?

Are there any special features that are important to you?

*i.e. natural stone fireplace, large windows, pool, deck, central heating, solar*



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### *material selections*

Do you have a preference for natural materials, sustainable materials, synthetics, custom?

Flooring preferences - timber, engineered timber, vinyl, polished concrete, stone, area rugs, tiles, carpet?

Are there any allergies or health concerns that need to be considered when making material selections?

Are you considering high end, custom materials and products or budget friendly choices?  
Can you give us some examples of materials, products or suppliers that suit your budget?

Are you considering window treatments?

*i.e. decorative, block-out, highlight views, steel, timber, painted*

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### *spaces*

Are there any health or wellness issues that are important to you

*i.e. air quality, mould, toxicity, the natural environment or future needs (lift, walk in shower)?*

Where do you live most of the time in your home?

What spaces are the most important to you?

Do you have too much of one space and not enough of another space? Why is that so?

What connections between your rooms and spaces are important?

*i.e. office needs to be separate and private; the kitchen needs to be open with a view to the play room, the kids' study nook needs to be public*

What transitional spaces are important to you to include?

*i.e. patio, deck, balcony, covered walkway*

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### spaces

Do you entertain often, occasionally, or almost never?

How important is the kitchen space to you?

Do you enjoy cooking in the kitchen and/or spending a lot of time there?

How important is natural lighting to your everyday use? *i.e. morning sun in the kitchen, low light in the bedroom*

What types of artificial lighting do you prefer

- bright light, accent lighting, moody, dimmable, warm / cool / daylight

How important is the quality of sound in your home? *i.e. the office needs to be quiet, you need to hear kids in the playroom from the living space, you want speakers in ceiling!*



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### *indoor / outdoor links*

What views are important to you for your indoor / outdoor connection?

What outdoor spaces are important to you to include

*i.e. BBQ entertainment area, pool, gardens, shed, washing line, deck, pergola*

Are there any features on your property or surrounding properties that you want to screen from view?

Have you considered landscaping your outdoor spaces? Are you wanted to add any features to your outdoor spaces that you have not yet mentioned?

Any other needs or wants for your indoor / outdoor spaces and links?

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### *project considerations*

Do you have family, friends or grandchildren that stay for extended periods of time?  
Do you anticipate an elderly family member living with you in the future?

If your project is going to be a large process, have you considered building in stages to help manage the cost and living requirements?

What timeline constraints or concerns do you have, if any?  
*i.e. birth of a child coming, need to be out of current home by a certain date*

Is there anything we need to be sensitive to or aware of when working with you?

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### *budget & communication*

Do you have a budget for this project and have you included a contingency amount?

How will you finance this project?

Please give details if relevant.

Are you aware of any concerns with zoning, codes, council approvals, neighbours or anything else that may cause a restriction or obstacle at this stage?

Who will be the main point of contact during the project?

One person must be available at least once during the day to discuss urgent decisions or relay important information regarding the project.

Do you prefer a particular mode of communication?

Email / Phone / Face-to-face or a combination?

We will always communicate in writing as well.

*notes.*



  
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