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CLIENT QUESTIONNAIRE

30 quick questions to help us better understand your needs, but first:

Your Name:

Phone Number(s):

Email Address:

Spouse/Partner's Name (if applicable):

Project Address:

Your address (for service):

My project falls under which categories (place an X in front of all that apply and briefly describe):

☐ **Ground-up Residential**

Size: XXXX square feet

Quick Description: Add quantity and type of rooms

☐ **Residential Remodel**

Size: XXXX square feet

Quick Description: Add quantity and type of rooms

☐ **Residential Addition**

Size: XXXX square feet

Quick Description: Add quantity and type of rooms

☐ **Pool/Pool House**

Size: XXXX square feet

Quick Description: Add quantity and type of rooms

1. What do you need from us?
2. Why did you select Organon Architecture?
3. Describe your current home. What do you like about it? What's missing? What don't you like? Do you want to change the space you have? Could we walk around it, and you tell me what you have already done to it, what you have wished for, and why?
4. Do you want to build a new home?
5. Why do you want to build a house or add to or renovate your current home?
6. Who will be living in your home with you?
7. What is your lifestyle? Are you at home a great deal? Do you work at home? Do you entertain often?
8. How much time do you spend in the living areas, bedroom, kitchen, utility space etc.?
9. What is your favourite season, and why?
10. How much time and energy are you willing to invest to maintain your home?
11. If you are thinking of extending, what functions or activities will be housed in the new space?
12. What kind of spaces do you need, e.g bedrooms, bigger kitchen, family room, bathrooms, etc?
13. How many of those spaces do you think you need?
14. What are three "must-have" items, however bizarre? Three "nice to have"? Three "must not have"?
15. What (if anything) do you think the extension/ renovation/ new home should look like?
16. What do you envisage in your new home that your present home lacks?
17. How much can you realistically afford to spend on the *construction* of your new home? Would you spend more for your "must have" items?
18. How soon would you like to be settled into your new home or extension? Are there rigid time restraints?
19. If you are thinking of building a home, do you have a site selected?
20. Do you have strong ideas about design? What are your design preferences?
21. Who will be the primary contact with the architect, contractor, and others involved in designing and building your project? (It is good to have one point of contact to prevent confusion and mixed messages)
22. What qualities are you looking for in a designer?
23. Is there anyone in the family with a disability or do you envisage staying in the house for a long time, mobility problems of ageing may need to be addressed?
24. Do you want to pursue options, and establish the additional inputs required, to optimise your buildings performance to achieve zero energy inputs, healthy materials, or other sustainability goal?
25. How much disruption in your life can you tolerate to extend or renovate your home?
26. What is your ideal timeline for this project?

27. Do you have existing plans, photographs, surveys, LIMs, council files etc. for your property?
28. Anything else you would like to share about your project?
29. How digitally literate are you? Have you used Dropbox, or BIMx Viewer? Do you have a Pinterest or Houzz page for sharing ideas? [Dropbox is an online file-sharing tool that we use with all our clients. BIMx Viewer is a 3d viewer for viewing your home and drawings on your tablet. Pinterest is a virtual pinboard that allows you to collect, organise and comment on all of the images you find on the web. Organon Architecture favours collaborative Pinterest pinboards shared between the home owner and the firm. For more information, or a brief tutorial on these free online tools, clients are welcome to visit the office for a brief tutorial to better connect and share with the firm.]
30. What is your ideal form of keeping in touch? (Email, text, WhatsApp?)