



Customer:

Date:

Location:

Parcel:

Design Process

First Meeting

- Determine Scope of Work
- Establish Phase 1 Budget (Based off of the size of project)

Start Design

- Design Fee- \$ 1.25 / SF under roof x **** SF = \$****.00
- Establish Allowance's
- Establish Exterior Finishes
- Design Floor Plan Layout (ex. windows, doors, cabinets and appliances)
- Establish Interior Finishes
- Establish Elevation Views

Proposal Review Meeting

- Discuss proposed project in detail
- Deliver Complete Cost and Time Frame of project

Contract

- Execute Contract
- Engineer Plans
- Permitting
- Start Allowance Selection Process

START PERMIT PROCESS