

NEW CLIENT ENQUIRY FORM



"Brisbane's Concept to Completion Custom Home Building Specialist would like to thank you for your enquiry. To assist the best way possible, we just need some information from you first. By taking the time to answer the following questions as best you can, this enables us to provide the most relevant, job specific information to maximise your time when dealing with Swan and Sons Homes. Once we have received this information, we will promptly arrange a time that's of mutual benefit to discuss your project on site during our first free one-hour consultation."

** Required*

Client Details

Name: *

Phone:

Mobile: *

Email: *

Mailing Address: *

Land or property details:

Same as mailing address

Lot number (if applicable):

Unit number:

Street number:

Street name:

Suburb:

Estate name (if applicable) :

Client analysis questionnaire *

How did you come across us?

- Google-website
 - Site signage
 - Ute signage
 - Email marketing
 - Flyer
 - Business card
 - Past client
 - Referral
 - Other:
-

What does your enquiry relate to? *

- Swan & Sons design, build & certification
 - New home design & build with Swan & Sons
 - Extension with Swan & Sons
 - Renovation with Swan & Sons
 - New Home Build
 - Knock Down Rebuild
 - House Raise
 - Other:
-

Have you obtained any plans or documentation for your project? *

- Yes
- No

If yes, please select from the following list to indicate what you have:

- Concept design(s)
- Planning permit
- Site feature and level survey

- Title boundary re-establishment survey
(required if you wish to build to the boundary)
 - Engineering computations
 - Geotechnical report
 - Drainage plans
 - Sewer details
 - Stormwater/landfill information
 - Energy rating report
 - Electrical plan
 - Internal joinery documentation
 - Window schedule
 - I have no idea what I have been given
 - Other:
-

Have you engaged a Draftsman, Designer or Architect yet?

If yes, please provide their details below

When are you looking to commence your project? *

- As soon as I find the right builder to work with
 - 0-3 months' time
 - 6-12 months
 - 1-2 years' time
 - Are flexible and can work around Swan & Sons Homes
 - Other:
-

For Extensions/Renovations-do you intend to move out during the works?

- Yes
- No
- Not sure as yet

Do you have a budget in mind? *

- Yes \$
- No
- Not sure as yet

Do you have your budget/finances organised? *

- Yes
- No

Have you ever Built/Renovated or Extended before? *

- Yes
- No

If yes, who was the Builder?

.....

Are you speaking with them and are they quoting also?

- Yes
- No

Have you spoken to any other Builder's regarding your proposed works? *

- Yes
- No

What do you need next in order to proceed with your proposed project?

The planning and preparation stage are a time-consuming process, however thorough detail is paramount. If we can gather as much information as we can now this will reduce any lengthy delays moving forward.

- An Architect/Designer/Draftsman to begin the process
- Discussion/advice relating to initial concept design
- Architectural documentation for the building permit
- Other additional documentation such as:
 - Electrical plan
 - Energy rating report
 - Internal Joinery
 - Window schedule
 - Site level & feature survey
 - Title boundary re-establishment survey
 - Geotechnical engineering
 - Structural engineering
 - Assistance with obtaining a building permit
 - A cost analysis
 - Other:

**Note: A fixed price cost analysis will only be obtained after the relevant parties enter into a preliminary agreement with the associated fee. For us to produce the most accurate price it is preferred that as many of the above documents be sourced where possible. If this is not feasible at this given point, a 'ballpark' estimate will be provided which will be non-binding in any form and be subject to final documentation being provided to Swan and Sons Homes. A thorough cost analysis will be provided back within one month or less after receiving payment and all the above documents. If not, the preliminary agreement fee will be happily refunded no questions asked regardless the preliminary agreement fee will be deducted off the contract price should you wish to proceed with Swan and Sons Homes. Should you not, this fee is non-refundable. **

Please tick to state you have read and agree with the above terms and conditions.

- I agree to the above terms and conditions and look forward to engaging Swan and Sons Homes
- Send me a copy of my responses.