



CLIENT NAME: _____

ADDRESS: _____

PROJECT CHECKLIST

Project Description

New House ☐ Unit Development ☐ Granny Flat/Outbuilding ☐

Renovation ☐ Extension ☐ House Lift ☐ Buildin ☐

Design Requirements

Staged Construction

Stage 1 Yes ☐ No ☐ Maybe ☐ _____

Stage 2 Yes ☐ No ☐ Maybe ☐ _____

Stage 3 Yes ☐ No ☐ Maybe ☐ _____

Specific Design Items

Gatehouse Yes ☐ No ☐ Maybe ☐ _____

Pool house Yes ☐ No ☐ Maybe ☐ _____

Gazebo Yes ☐ No ☐ Maybe ☐ _____

Demolition and House Lift

Removal of existing ceiling Yes ☐ No ☐ Maybe ☐ _____

Removal of concrete Yes ☐ No ☐ Maybe ☐ _____

Removal of block work Yes ☐ No ☐ Maybe ☐ _____

Removal of roof structure and roof sheet Yes ☐ No ☐ Maybe ☐ _____

Removal of roof tiles Yes ☐ No ☐ Maybe ☐ _____

Removal of ceramic tiles to general areas Yes ☐ No ☐ Maybe ☐ _____

Demolition of kitchen/bath/laundry	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Asbestos removal	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
<i>Blocks and Bricks</i>							
Block/brick retaining walls	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Block/brick party walls	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
<i>Metal/Tile Roofing</i>							
Replacing entire roof material	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Renovating existing roof material	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
<i>Windows and Glass Doors</i>							
Replace existing timber windows	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Timber windows throughout	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Aluminium doors throughout	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Bifold doors/servrey window	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Crim mesh to all doors and windows	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Insect screens to all doors and windows	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
<i>External Stairs</i>							
Open timber treads on RHS stringers	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Open timber treads on timber stringers	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Baluster – vertical timber baluster	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>

Baluster – wire handrail with timber top rail	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Baluster – face fixed semi frameless handrail	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Plumber							
Water tank – above ground	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Water tank – in ground	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Electrical							
New light fittings and power points to existing house	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Smart wiring							<hr/>
Plaster Linings							
Replaster existing walls and ceilings	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
VJ linings to existing areas	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
VJ linings to proposed areas	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Squareset cornices	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Floor Finishes							
Timber floors to living areas	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Tile floors to living areas	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Timber decking to external areas	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Tile to external areas	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Repolish existing timber floors	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Carpets to bedrooms	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Carpets to existing bedrooms	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>

Polished concrete	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
<i>Painter</i>							<hr/>
Internal/external painting to existing areas	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
<i>Sundries/Fixtures/Systems</i>							
Split system air conditioning	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Ducted air conditioning	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Screens	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Awnings	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Electric gates	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Intercom	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Solar panels	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Pool, pool fencing and gates	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Pool extras, eg. Pool heating	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
<i>Landscaping/Footpaths/Drives</i>							<hr/>
Footpaths	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Driveways	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Landscape allowance (turf, planting, etc)	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Block retaining walls	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Sleeper retaining walls	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>
Planter boxes	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Maybe	<input type="checkbox"/>	<hr/>

New Rooms Selection

Use the checklist below for the rooms you want in your project. If it is a renovation project, use this area for extension areas or rooms under an existing house for a house lift.

Room name	Size	Level of finish					
Garage - Single		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Garage - Double		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Carport		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Laundry		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Powder Room		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Bathroom		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Toilet		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Media/Living/Rumpus		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Family Room		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Dining Room		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Study		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Master Bedroom		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Master WIR		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Master Ensuite		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Bedroom 1		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Bedroom 2		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Bedroom 3		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Bedroom 4		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Verandah/Patio		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Kitchen		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Staircase		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Special		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Special		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>
Special		New <input type="checkbox"/>	Extension <input type="checkbox"/>	Under Existing <input type="checkbox"/>	L1 <input type="checkbox"/>	L2 <input type="checkbox"/>	L3 <input type="checkbox"/>