## STEPS TO BUILDING TRUST AND COMMITMENT

## **STEP 1 – PHONE CONSULTATION**

- o Listen to your preliminary ideas and share with you information about our company and process
- Ensure your project scope, budget, and goals fit our mission and services

## STEP 2- HOME CONSULTATION (Typically 1 ½ hours)

- Tour of your home to discuss problems and changes you want to make
- o How do you use your home? How do you want it to function and look?
- Listen to your needs and reasons to remodel or add on
- o Review "need-want-wish" list of priorities
- Typical issues with remodeling and what are our procedures-solutions
- Your selection criteria and what you need to know to make the best choice
- Designing using 3-D modeling and visualization techniques

#### **INVESTMENT RANGE** in relation to:

- Neighborhood real estate current/future values
- o Commitment to your home in years
- Cost of project vs. added value
- Financing requirements

#### **SERVICE OFFERINGS:**

- Architect
- o Engineer
- Interior Designer
- o Interior Decorator
- Product Coordinator
- Project management

### STEP 3- OFFICE VISIT AND ENGAGEMENT DETERMINATION (Typically 1 hour)

- Meet our team members
- o Demonstrate our 3-D computer design and Visualization Program
- o Discuss our design process, design fees, and a typical design schedule
- Questions and Answers
- Next Steps

# STEP 4- DESIGN ENGAGEMENT REVIEW (Typically 30-45 minutes)

- o Review Design Agreement, fees, schedule, and scope of work
- o Sign Design Agreement and obtain Retainer fee
- Review design schedule: our scope of work and your responsibilities