
NAME: _____

I. PERSONAL/LIFESTYLE INFORMATION

- A. Family Information: _____
- B. How much total square footage do you currently have?

- C. How much square footage do you believe will you need?

- D. What is your approximate budget range for a new home?

- E. Approximately what date do you want to be in your home?

II. Site Information

- A. Do you prefer a certain area or neighborhood?

- B. Do you already own a piece of property? (*please give description*)

If so, we will need you to supply survey information such as:
1. Topographic survey (*which shows the contour of the land*)
2. Tree survey (*if any*)
3. Lot survey (*showing all easements and building set back lines*)
- C. Are there any Architectural Control Restrictions or deed restrictions that govern your property? If so, please supply a copy of the covenants so that we may review.

- D. Will you want any major site improvements? (*tennis courts, pools, terraces, etc.*)

III. EXTERIOR

- A. What type of exterior design do you prefer? (*European, Traditional, Contemporary, etc.*)

- B. What exterior materials do you like? (*stucco, stone, brick, wood, etc.*)

- C. What type of roofing material would you like? (*asphalt shingles, tile, etc.*)

- D. What type of windows do you want? (*wood, aluminum, casement, single hung, divided light, etc.*)

- E. Other Information _____



IV. INTERIOR

A. Garage

1. How many cars do you need to accommodate? _____
2. Do you need extra storage space? *(if so, how much)* _____
3. Do you need a golf cart space or workshop? *(if so, what size)* _____
4. Other Information *(lighting needs, ceiling fan, etc.)* _____

B. Rear Entrance Area

1. Would you like a ½ bath or full bath located here? _____
2. Do you need a side door or back stairway located here? _____
3. Do you need any other special features? *(storage closets, broom closets., hobby rooms, mud room, etc.)* _____
4. Other Information *(lighting needs, ceiling fan, etc.)* _____

C. Kitchen

1. Approximately what size do you prefer? _____
2. Do you want the sink located near a window or an island? _____
3. Do you want a breakfast bar? _____
4. What appliances do you need in addition to the usual major appliances? *(warming drawers, microwave, extra oven, etc.)* _____
5. What type of cabinet finish do you want? *(stain, paint or both)* _____
6. Do you need a desk? *(if so, for what will it be used for)* _____
7. What kind of floor finish do you want in the kitchen? *(stone, tile, wood)* _____
8. How do you want the kitchen shaped? *(“U” shape, “L” shape, with island, galley)* _____
9. Do you want the kitchen open to another room? *(breakfast, family room, sunroom)* _____
10. Other Information *(lighting needs, ceiling fan, etc.)* _____



D. Breakfast

- 1. How many people will the breakfast room need to accommodate? _____
- 2. Do you need room for any furniture in the breakfast space besides the table? _____
- 3. Is there any special ceiling treatment or feature you would like to incorporate into the breakfast room? _____
- 4. Other Information (*lighting needs, ceiling fan, etc.*) _____

E. Laundry

- 1. What approximate size do you want the laundry room? _____
- 2. Please list all the features you want in the laundry room (*washer, dryer, sink, folding table, drip/dry, fold down iron, sewing table, laundry chute, broom closet, floor drain*) _____
- 3. Do you want the laundry upstairs, downstairs? _____
- 4. Other Information (*lighting needs, ceiling fan, gas appliances, etc.*) _____

F. Family Room

- 1. Approximately what size would you like the family room? _____
- 2. Do you need any built-in cabinets or bookcases? _____
- 3. Do you want a fireplace? (*material, size, gas or wood burning*) _____
- 4. What type of mantle and surround would you like? (*limestone, wood, cast stone, granite, brick*) _____
- 5. What floor, wall, and finish would you like in this room? _____
- 6. Do you want any special ceiling treatment in the family room? (*vaulted, beamed, tray, etc.*) _____
- 7. Do you want a wet bar located here? (*if so, do you want a large sit down bar or a small cabinet bar?*) _____
- 8. Do you want the family room open to or closed off from the kitchen? _____
- 9. Do you need a back stair in the family room area? _____
- 10. Other Information (*lighting needs, ceiling fan, special furniture, etc.*) _____



G. Sunroom

1. Do you need a sunroom or screened in patio? (if so, approximately what size and shape) _____
2. To which rooms would you like it to connect? _____
3. Other Information (*lighting needs, ceiling fan, etc.*) _____

H. Living Room

1. What size would you like the living room to be? _____
2. Do you need a fireplace? _____
3. What kind of a ceiling would you like in the living room? (*9'0", 10'0", vaulted, two story, etc.*) _____
4. What floor finish do you want in the living room? _____
5. Do you require any special features in the living room? (*wet bar, built-ins, fireplace, etc.*) _____
6. Other Information (*lighting needs, ceiling fan, special furniture, etc.*) _____

I. Dining Room

1. Approximately what size do you need the dining room to be? _____
2. How many people will the dining room need to accommodate? _____
3. Would you like any special ceiling treatment in the dining room? _____
4. Do you need a butler's pantry, or built-in buffet cabinet? _____
5. Do you need a fireplace in the dining room? _____
6. Other Information (*lighting needs, ceiling fan, special furniture, etc.*) _____

J. Foyer

1. Approximately what size would you like the foyer to be? _____
2. Do you want a staircase in the foyer? _____
3. Do you have a preference for the shape of the stair? (*straight, "L" shaped, curved, etc.*) _____
4. What type of ceiling do you want in the foyer? (*one story, tray, two story, etc.*) _____
5. What type of floor material do you want in the foyer? _____



6. Other Information (*lighting needs, stair railing material, etc.*) _____
7. Do you need special art niches or lighting? _____
- _____

K. Study/Library

1. Do you want a Study/Library room? (*if so, approximately what size do you want this room*) _____
2. What wall finish do you prefer? (*sheetrock, wall paper, wainscoting or full paneling, etc.*) _____
3. Do you want cabinets and book cases? _____
4. Do you need a fireplace in this room? _____
5. Where would you like this room located? (*off the foyer, master bedroom, etc.*) _____
6. Other information (*lighting needs, ceiling fan, etc.*) _____
- _____

L. Master Bedroom

1. Where do you want the master located? (*upstairs or downstairs*) _____
2. Approximately what size do you want the master bedroom to be? _____
3. Do you want a sitting area to be part of the room or separate or neither? _____
4. Do you want any built-in cabinets or bookcases in the bedroom? _____
5. Do you want a fireplace in either the bedroom or sitting room? _____
6. What kind of ceiling do you want in the master bedroom? (*cathedral, vault, coffer*) _____
7. Are there any special features you need in the master bedroom? (*wet bar, built-in T.V., flooring, etc.*) _____
8. How many furniture walls will you need in the bedroom? _____
9. Other Information (*lighting, ceiling fan, special furniture, etc.*) _____
- _____



M. Master Bath

1. Do you want one large bath, or his and hers separate baths? _____
2. Do you want a whirlpool tub or an air tub, a standard tub or a freestanding tub? _____
3. Do you want separate sinks and vanities, or separate sinks on one vanity? _____
4. Do you want a make-up table? _____
5. Do you want a bidet? _____
6. What type of shower do you want? (*regular, rain head or handheld*) _____
7. Do you want any special ceiling treatments or lighting in the master bath? _____
8. What floor material do you want in the master bath? (*tile, marble, etc.*) _____
9. Other information _____

N. Master Closet

1. Approximately how much linear footage of hanging space do you need? _____
2. Do you want one large closet or separate his and hers? _____
3. Do you need any built-in drawers or shelves in the closets? _____
4. Do you prefer to access the closets from the bedroom, bathroom, or between? _____
5. Do you need any specialty items? (*ironing board, stackable washer/dryer, or cedar closet*) _____
6. Other information _____

O. Secondary Bedrooms

1. How many other bedrooms will you need? _____
2. Approximately what size will these rooms need to be? _____
3. Will these rooms need walk-in closets, desks, bookcases, vaulted ceilings or window seats? _____
4. Other information _____



P. Secondary Baths

1. How many full bathrooms will you need? _____
2. Will any of these be Hollywood baths? _____
3. How many 1/2 baths will be needed? _____
4. Other information _____

Q. Other Rooms

1. Will you need a third floor? *(if so, what will it be used for)* _____
2. Will it be finished or unfinished? _____
3. Will you need any other rooms such as children's playrooms, recreation rooms, exercise rooms, quarters, or any others? *(finished or unfinished)* _____
4. Do you want a home theatre, and would this be only a theater function or double duty?

5. Do you want a summer kitchen?

6. Be prepared to think thru your essential furniture uses, and start considering a "design

budget".

V. OTHER INFORMATION

