



## ***CLIENT AND PROJECT INFORMATION INTAKE FORM***

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Date: \_\_\_\_\_

Client Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Project Address: \_\_\_\_\_

HOA: \_\_\_\_\_

HOA Contact Information: \_\_\_\_\_

Budget (Tentative / Projected, Range, or Firm): \_\_\_\_\_

## ***REQUIRED ITEMS PRIOR TO START OF DESIGN PHASE***

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Please indicate any project requirements for completion known to you:

\_\_\_\_ HOA Design and Submittal Requirements / Guidelines

\_\_\_\_ Surveyed Topographic Site Plan of Existing Conditions

\_\_\_\_ Easement Locations (Title Report, City database)

\_\_\_\_ Special Site features to be used / retained: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_ Limitations





## GENERAL SITE / EXTERIOR

Please indicate your home's current style or desired style inspirations:

- |                                      |   |   |
|--------------------------------------|---|---|
| <input type="checkbox"/> Traditional | <input type="checkbox"/> French Country | <input type="checkbox"/> Mediterranean  |
| <input type="checkbox"/> Farmhouse   | <input type="checkbox"/> Contemporary   | <input type="checkbox"/> Colonial       |
| <input type="checkbox"/> Mid-Century | <input type="checkbox"/> Art-Deco       | <input type="checkbox"/> Modern         |
| <input type="checkbox"/> Ranch       | <input type="checkbox"/> Cabin          | <input type="checkbox"/> Cape Cod       |
| <input type="checkbox"/> Japanese    | <input type="checkbox"/> Chinese        | <input type="checkbox"/> Middle Eastern |
| <input type="checkbox"/> Craftsman   | <input type="checkbox"/> Spanish        | <input type="checkbox"/> No Preference  |

Please indicate any of the following desired scope of work for your project:

- Neighbor Privacy (direction:): \_\_\_\_\_
- Auto Court / Drop-off       Entry Courtyard       Inner Courtyard
- Pool / Spa (amenities: Slide, Water-walls, Rock formations, Infinity edge, glass edge) Other: \_\_\_\_\_  
\_\_\_\_\_
- Sport Court (Tennis, Basketball, Bocce Ball) Other: \_\_\_\_\_  
\_\_\_\_\_
- Upper Level Decks / Balconies
- Rooftop Deck / Views: \_\_\_\_\_





**GENERAL SITE / EXTERIOR**

\_\_\_ Outdoor Kitchen - appliances: \_\_\_\_\_

\_\_\_ Fireplace

\_\_\_ Firepit

\_\_\_ Built-in Seating

\_\_\_ Built-in BBQ (size in inches: 36, 48, 48, 60, other: \_\_\_\_\_)

\_\_\_ Counter / Bar Top Seating

\_\_\_ Shade Structure

\_\_\_ Overhead Heating / Cooling

\_\_\_ Solar Power

\_\_\_ Outdoor Lighting

\_\_\_ Views (direction): \_\_\_\_\_

\_\_\_ Outdoor Furniture & Accessories

\_\_\_ Exterior Pottery

\_\_\_ Other: \_\_\_\_\_





## EXTERIOR FINISHES

Would you like Koheid's assistance in any of the following material selections?

\_\_\_ Roofing

\_\_\_ Walls

\_\_\_ Window Frames

\_\_\_ Concrete

\_\_\_ Walkways

\_\_\_ Pathways

\_\_\_ Gates

\_\_\_ Fences

\_\_\_ Other: \_\_\_\_\_



## LIFESTYLE

What do you enjoy about your current home? What's missing? What don't you enjoy?

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How important are sustainable construction methods and increased energy efficiency to you? e.g. Native Plants & Water Conservation

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How would you describe your style? Read the list below and place stars next to ones that are best applicable:

- Period: A particular time in history: Craftsman, Art Deco, Reinassance, etc.
- Traditional: Designs that come from past generations
- Country: How a style is detailed-which is mostly informal
- Modern: Sleek, Clean, Lines
- Contemporary: Reflects the lifestlye of the current day
- Eclectic: Mixing elements of different stlyes





*LIFESTYLE*

What art / spaces / chefs / musicians inspire you?

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How often do you entertain and how many people?

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Should outdoor and indoor spaces & style be seamless? Or should there be a strong separation?

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How much time do you spend outside? How do you envision using your space?

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Are you familiar with Construction Plans?

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Who will be the primary contact with Koheid and others involved in your project?

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