Project brief

Fill in what you know, attach your plans and photos, and leave blank anything that does not apply.
Email it to design@formhausstudio.co.za or WhatsApp 062 625 8384. Your turnaround starts with a complete brief.

01 YOUR DETAILS

Company

Contact person

Email

Phone / WhatsApp

Invoice to (registered company name)

VAT number

You are a

- ☐ Kitchen company
- ☐ Contractor
- ☐ Interior designer
- ☐ Architect
- ☐ Developer
- ☐ Other

Drawings and renders

- ☐ Issue under our brand (logo attached)
- ☐ Issue under FORMHAUS Studio

02 THE PROJECT

Project name or reference

Site address (suburb, city)

Date you need it

Client presentation date, if booked

Stage

- ☐ New build
- ☐ Renovation
- ☐ Plans approved
- ☐ Under construction

Measurements

- ☐ Please do the site measure
- ☐ Plans with dimensions attached
- ☐ Our own measurements attached

On-site contact and number

Access times, estate or gate access

03 PACKAGE AND FILES

- ☐ Visualise
- ☐ Draw
- ☐ Complete
- ☐ Full house
- ☐ Retainer
- ☐ 24-hour rush
- ☐ Free test kitchen
- ☐ Not sure yet

Files you need

- ☐ PDF drawing set
- ☐ DWG files for the workshop
- ☐ High-resolution renders

04 ROOMS

- [ ] Kitchen
- [ ] Scullery / pantry
- [ ] Bar
- [ ] Staircase
- [ ] Bathrooms
- [ ] Bedroom cupboards

Number of bathrooms

Number of bedrooms with cupboards

Other rooms

05 BUDGET

Your budget lets us specify materials and finishes that fit it from the first drawing.

Kitchen

Bathrooms

Bar

Cupboards

Total budget

06 YOUR WORKSHOP STANDARDS

We draw to your system, so the set goes straight to the workshop. Fill this in once and we keep it on file.

Board thickness (mm)

Carcass depth (mm)

Plinth height (mm)

Hardware brand (Blum, Hettich)

Standard unit widths (mm)

Edging, joints or other standards

07 KITCHEN

Layout

- [ ] L-shape
- [ ] U-shape
- [ ] Galley
- [ ] Island
- [ ] Peninsula
- [ ] Keep existing layout

Appliances

- [ ] Integrated appliances
- [ ] Free-standing appliances
- [ ] Mix of both

Appliance list (brand and model if known): oven, hob, extractor, fridge, dishwasher, wine fridge, coffee machine

Hob: gas, induction or ceramic

Worktop material

Door finish and colour

Handles or handleless

Extractor

- [ ] Wall chimney
- [ ] Island hood
- [ ] Ceiling-integrated
- [ ] Downdraft
- [ ] Ducted to outside
- [ ] Recirculating

Gas

- [ ] Gas supply in place
- [ ] Gas bottle needed (outside)
- [ ] No gas

Sink: single or double, position, boiling-water tap

Island stools (number)

Lighting

- [ ] Under-cabinet LED
- [ ] Pendants over island
- [ ] Lit shelves or niches
- [ ] Plinth lighting

Ceiling height (mm)

Anything that must stay or move (windows, doors, plumbing)

08 BATHROOMS

- [ ] Bath
- [ ] Walk-in shower
- [ ] Single vanity
- [ ] Double vanity
- [ ] Concealed-cistern WC
- [ ] Floor-standing WC
- [ ] High-pressure geyser
- [ ] Low-pressure geyser
- [ ] Heated towel rail
- [ ] Underfloor heating

Geyser location

Tiling: floor to ceiling, half height or feature wall

Sanitaryware brands, if chosen

09 BEDROOM CUPBOARDS

- [ ] Hinged doors
- [ ] Sliding doors
- [ ] Full height to ceiling
- [ ] Drawers
- [ ] Shoe storage
- [ ] Mirror doors

Per bedroom: hanging and shelving split, special storage, who uses the room

10 BAR AND STAIRCASE

Bar: indoor or outdoor, seating, wine, sink, ice maker, TV

Staircase: floor-to-floor height, shape, tread and balustrade

11 STYLE AND FINISHES

Three words that describe the look

Colours or materials to avoid

Inspiration links (Pinterest, Instagram, websites)

12 ATTACHED

- [ ] Plans
- [ ] Site photos
- [ ] Measurements
- [ ] Appliance list
- [ ] Your logo
- [ ] Inspiration

13 ANYTHING ELSE WE SHOULD KNOW

Notes

WHAT HAPPENS NEXT

01

YOUR QUOTE

We reply with your set price for the package and rooms you have chosen.

02

BOOKING

A 50% deposit books your slot, and the site measure is scheduled.

03

DELIVERY

48 hours per room package, or 10 working days for a full house.