



### 1 CONSULTATION STAGE

Welcome to the first stage of your project, this is where our initial meeting will take place. We will arrange to visit your site with your builder and one of our architects or designers. During our site visit we will discuss your ideas, vision, and needs while providing possible options that can be elaborated at the next stage.

This stage includes an outline of questions to ascertain a rough estimate for your project. We will clarify your desired house style and what you want to achieve with your new home.

From this initial consultation, and once we have gathered all the details we require, we will consider all the information and will provide you with an indication of the total cost of your build. We will outline three figures:

- 1, indicative cost of your build from start to completion
- 2, cost to complete your concept design (if required)
- 3, approximate fees for design and proposal stage

Once this has been completed, we can then offer you a preliminary agreement for your concept design.

This first stage is also the perfect opportunity to determine if we are the right fit for your job and whether we can work closely with you throughout your build. If this feels right from both sides, we will move onto the next stage.

**“Complete commitment to a stress-free transparent process for your project”**



### 2 CONCEPT STAGE

During the Concept Stage, we will meet at your home together with our architects and designer to develop your ideas and provide several options of concept plans for your review and suggestions. Feel free to collect pictures from magazines or take photos of places that you like; the more ideas you can bring to this meeting, the better we can understand your needs.

Based on your thoughts and feedback we will continue to finetune a concept plan with you, and by the end of this stage we will present you with preliminary drawings including layout plans, elevation and 3D views.

Upon your approval and completion of the concept design stage, SmartReno will provide you with an updated overall budget estimation to assist with your decision to move forward.

A preliminary agreement for the next stage will be prepared and drafted for your perusal and approval in order to move to the next phase.

**If you have already done the design stage, not to worry, we will walk you through the next stage.**



### 3 DESIGN AND PROPOSAL STAGE

Your concept design will be further developed during the design and proposal stage, and working drawings will be prepared. We will also arrange for soil testing and a structural engineer will be consulted for any engineering requirements.

As this stage continues to progress, your approved concept plan with comprehensive detail and the working drawings will be prepared.

We will also arrange meetings and schedule appointments with various suppliers for you to view, select and customise the materials required for your project. This assists to minimise, or ideally eliminate, any provisional sum or prime cost allowances to your building proposal and have a fixed priced quotation as much as possible.

Once this stage is completed, we will arrange a presentation meeting where we will walk you through our (10-20 page) building proposal, which will include a detailed scope of works and specifications of your project. Your proposal will be accessible 24/7 via our online client portal.

During this presentation, we will ensure that every detail is communicated clearly, answer any questions you might have and discuss your feedback on your proposal and pricing. You will also receive an indicative work schedule for your project.



### 4 CONSTRUCTION STAGE

With your approval of the Building Proposal, SmartReno will draft the Contract of your construction project. A deposit payment is required after the contract is sealed with signatures to lock in the project timeline and schedule before we commence construction.

During the Construction phase, you will continue to have access through our Online Access System with up-to-date information regarding the progress of your project. We will communicate with you throughout the entire process and your builder will be available to answer any questions at any time. We ensure that no detail is left behind so that you are as much a part of the construction project as any team member at SmartReno.

\*Note that if for any reason, you decide to not proceed the construction stage, SmartReno will not charge you any hidden fees or penalty, and all drawings will still belong to you.



### 5 COMPLETION

At the end of the Construction Stage, SmartReno will go over the final touches with you and discuss any feedback you may have with regards to the completion of the project. We invite you to examine the high quality and standard of our workmanship to ensure that you are fully happy and satisfied with the outcome, before arranging the handover of the completed build.

Your relationship with SmartReno does not end here! We are confident that our work is of the highest quality and standards - backed by our guarantee. Should you have any questions or issues after handover, feel free to contact our team to resolve any concerns. Of course, we would also welcome any positive feedback, or if you'd like to share any updates with us about enjoying your new build.

**LET'S DISCUSS YOUR PROJECT TODAY,**  
CALL 0406 616 690

SMARTRENO PTY LTD  
P: 0406 616 690  
E: info@smartreno.com.au  
www.smartreno.com.au  
23 Canopus Street, Cooperoo, QLD 4151  
QBCC 1304301