

## What should you bring to your consultation?

---

**The Architect will need to know your requirements so, if possible, please bring:**

- Ordnance Survey Map; or Lease Map; or Site Location Map
- Photos of the elevations of your house (front and rear) and adjoining houses
- General Site Dimensions and the approximate area for the proposed development (especially important if you want to have building work done in back and side gardens)
- Rough idea of your budget (it should include VAT, fees, furniture and landscaping if applicable)
- Brief description of what you want i.e. do you want an extra bathroom in your extension; a new garage; an additional bedroom etc; special facilities for those with disabilities?
- Has the dwelling obtained planning permission or been previously extended

The more information you bring with you the more you will get out of your consultation.

---

## What you can you expect from this consultation?

General advice on:

- Architect's fees and services
  - Information on building costs including VAT
  - Discussion on building materials likely to be used
  - Planning requirements or Exempted Development from Planning
  - The documents that will be used for planning; tenders; and building contracts
- 

### **PLEASE NOTE:**

*Due to the time constraints inherent in an hour long consultation, it won't be possible to receive specific planning advice or an actual design from the Architect.*

---