SILL ARCHITECTURE

Your project planning brief

A printable worksheet for your first architecture consultation.

1. The space today

Note the location, the rooms involved, and who uses them. Attach a floor plan or two photos if you have them.

2. What needs to change?

Describe one ordinary day in the space. Where does the layout make life harder?

3. Your priorities

List three must-haves, then one thing you would give up to protect them.

4. Working budget and timing

Set a comfortable budget range and note any fixed dates, approvals, or periods when you can move out.

5. Bring to the conversation

□ Site photos □ Existing drawings □ Inspiration images □ Questions about the process