

Promise Statement

- The Promise Statement is an important written document that clearly defines your construction objectives over a relevant, explicitly stated time horizon. As your contractor, creating and maintaining this document is one of my key responsibilities.
- The Promise Statement is the foundation of the process.

Personal Profile

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Birth Date: May 15th, 1963

Other Family

No other family members specified.

Goals And Objectives

No Goals Specified.

Client Actions Support Team

No C.A.S.T. entries.

Strategies Progress Report

A. Architect

- 1. Your Objectives

General Strategy:

Date Reviewed:

Next Action:

- 2. Sketches

General Strategy:

Date Reviewed:

Next Action:

- 3. Detailed Plans

General Strategy:

Date Reviewed:

Next Action:

- 4. Cost Estimates

General Strategy:

Date Reviewed:

Next Action:

- 5. Blueprints

General Strategy:

Date Reviewed:

Next Action:

B. Preparation for Construction

- 1 Permits

General Strategy:

Date Reviewed:

Next Action:

- 2. Site Preparation

General Strategy:

Date Reviewed:

Next Action:

- 3. Secure Sub-contractors

General Strategy:

Date Reviewed:

Next Action:

- C. Foundation
- 1. Excavation

General Strategy:

Date Reviewed:

Next Action:

- 2. Forms

General Strategy:

Date Reviewed:

Next Action:

- 3. Rough In Services As Required

General Strategy:

Date Reviewed:

Next Action:

- 4. Concrete Walls

General Strategy:

Date Reviewed:

Next Action:

- 5. Concrete Floors

General Strategy:

Date Reviewed:

Next Action:

D. Framing

- 1. Floor

General Strategy:

Date Reviewed:

Next Action:

- 2. Walls

General Strategy:

Date Reviewed:

Next Action:

- 3. Roof Trusses

General Strategy:

Date Reviewed:

Next Action:

- 4. Roof Sheeting

General Strategy:

Date Reviewed:

Next Action:

5. Roofing Material

General Strategy:

Date Reviewed:

Next Action:

E. Exterior

- 1. Windows

General Strategy:

Date Reviewed:

Next Action:

- 2. Doors

General Strategy:

Date Reviewed:

Next Action:

- 3. Exterior Siding

General Strategy:

Date Reviewed:

Next Action:

F. Services

- 1. Electrical

General Strategy:

Date Reviewed:

Next Action:

- 2. Plumbing

General Strategy:

Date Reviewed:

Next Action:

- 3. Heating

General Strategy:

Date Reviewed:

Next Action:

- 4. Extra Conduit

General Strategy:

Date Reviewed:

Next Action:

G. Interior

- 1. Insulation

General Strategy:

Date Reviewed:

Next Action:

- 2. Drywall

General Strategy:

Date Reviewed:

Next Action:

- 3. Doors

General Strategy:

Date Reviewed:

Next Action:

- 4. Trim

General Strategy:

Date Reviewed:

Next Action:

- 5. Paint

General Strategy:

Date Reviewed:

Next Action:

- 6. Floor Coverings

General Strategy:

Date Reviewed:

Next Action:

- 7. Completion Of Services

General Strategy:

Date Reviewed:

Next Action:

- 8. Kitchen Cabinets

General Strategy:

Date Reviewed:

Next Action:

- 9. Appliances

General Strategy:

Date Reviewed:

Next Action:

H. Landscaping and Ground Work

- 1. Paving

General Strategy:

Date Reviewed:

Next Action:

- 2. Decks

General Strategy:

Date Reviewed:

Next Action:

- 3. Landscaping

General Strategy:

Date Reviewed:

Next Action:

Our Commitment

- We will be available at your convenience and we will return all messages within 24 hours.
- We expect the same consideration from you.
- We will review the Promise Statement regularly.
- We will provide complete, honest and full disclosure at all times.

Your Commitment

- You must define your level of participation in the process of planning, if you are to achieve your personal goals and objectives.
- You must be honest with us at all times, and provide complete disclosure of your current situation.
- My recommendations are only as accurate as the information you provide to me.

Recommendations

- All of our recommendations will be made in conjunction with this Promise Statement. This will ensure that the strategies we choose will be consistent with your goals, objectives and priorities.
- At times, we may make recommendations that we feel are essential. Nonetheless, all of our recommendations will follow directly from this document, and will be in your best interest.
- The Promise Statement is intended to be reviewed and revised. It should to evolve as your building evolves.
- We will review, modify and update this document on a regular basis to ensure that it remains consistency with your current situation, goals, and objectives. We will make any new and appropriate recommendations at these regular meetings.
- If ever we recommend a particular strategy and you choose not to implement it, we may require that you sign a Letter of Release. The Letter of Release will require you to acknowledge that we presented you with a clear and precise proposal, that you have considered it carefully, and that you have chosen not to proceed with the strategy at this time.

We acknowledge and concur with this Promise Statement:

Client Signature and Date

Client Signature and Date