

Name of Company: _____ **Date:** _____

Contact person: _____ **Direct Line:** _____ **Quot. No.:**

Address *: _____ **Cont. No.:**

_____ **Industry:** _____

Tel. No.*: _____ **Fax:** _____ **E-mail:** _____

Commercial Building/ Industrial Building **Status:** _____ / residing / key received

Rent / Own property / Company property **Reason for renovation:** _____ Expending / Downsizing / New office

Gross Area: _____ sq. ft. **Ceiling Height:** _____ **Commencing date:** _____

Budget *: _____ million **Furniture *:** _____ million **Floor plan:** _____ Yes / No

Care of Nominated Contractor:

Window Waterpipe Electric System Fire Door Carpet Demolish wall panel

Air-conditioner Fire engineering Aluminum ceiling Fluorescent Fittings Others: _____

Channel to know UNIQUE: Yahoo / Google : _____ (Keyword) / I-Cable / Friends / Seminar / Exhibition / Leaflet / Magazine

Style: Modern / Contemporary European Victorian Japan Chinese Thai

Others: _____

Tone & material: Dark Light Brushing Lacquer Glass/Mirror Metal Marble Mosaic Mounting Board

No. of room:				Secretary x			
	nos. x	sq.ft x	person	nos. x	sq.ft x	person	
Director's office x							
Board room x				Meeting room x			
Manager's room (large) x				Manager's room x			
Computers room x				Accounts x			
Store Room x				Filing room x			
Public Area:				Pantry x			
	nos. x	sq.ft x	person	nos. x	sq.ft	(Wet / Dry)	
Reception x							
Toilet x				_____ Dept. x			person
_____ Dept. x			person	_____ Dept. x			person
_____ Dept. x			person	Staff x			person

Others: _____

Special Request: _____

PM:

AD: