**Personal Information**

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_P/C:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Preferred method of contact and communication (ensuring privacy): Phone Email Mail Interpretive Dance

Household type: Multi story Home / Single level home / Apartment / Villa / Townhouse / Rental

Style: Modern (10 -20 old) / Mixed ages and materials (80’s) / Classic aged (pre-80’s) / Heritage (pre50’s) / Heritage + renovated

Other residents: List names, relation, and age for each resident

|  |  |  |
| --- | --- | --- |
| Name | Relation | Age |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Strictly private:** Current marital status (planned to change in near future?)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employment Type and Role: Full time / Part time / Casual \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Distance of work from home: \_\_\_\_\_ kms by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Happiness level of my employment: (1-10) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Age: \_\_\_\_\_\_\_\_ DOB: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fitness level (1 – 10 very fit): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Self-awareness; Stress level average 1-10 very tense: \_\_\_\_\_

Partner support of decisions: Very / Somewhat / Not at all

Family support of decisions: Very / Somewhat / Not at all

Ways you relax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Hobbies: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3 x Good Habits: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3 x Habits to Change: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Time management / Organisation skills 1-10 (great management)

1 2 3 4 5 6 7 8 9 10 Do you use a calendar to map your days? Calendar: Y / N

What is your HOME / PERSONAL vision / dream / goal for your future?

3 years - \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

10 years - \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What are you currently doing achieve your dream? Or What can you do (that you aren’t doing) to reach your dream



**Property Information**

1. Are you currently content with the running of your household and the way it works for you? Y/N Details: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Do you wish you had more time at home / elsewhere? If so:

Where? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

To do what? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

And how long would be ideal? \_\_\_\_\_\_\_\_\_ # hrs Before / After work

1. Are your household products, pantries, cupboards, clothing, linens, toiletries organised in a way that saves you time and are economical? Y / N
2. What areas frustrate you? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. What is more important? Cleaning / Organisation / Regimes & Routines

Cleaning \_\_\_\_ Organisation \_\_\_\_\_ Regimes & Routines \_\_\_\_\_ (1=most)

1. How long have you wanted to change the way your household runs and what are your top 3 issues? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 3)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Have you experienced having a private cleaner in the past or currently? If so;

\_\_\_\_ years, From \_\_\_\_\_\_\_ - \_\_\_\_\_\_\_ Stopped due to: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_ - Frequency \_\_\_\_\_\_ people \_\_\_\_\_\_ hours

1. Do they meet your expectation? Y / N
2. What do you like / wish could be added / improved? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. What experience, suggestions, feedback would you give to the people / companies you have experienced? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Please complete below:

# \_\_\_\_Bedrooms # \_\_\_\_Bathrooms # \_\_\_\_ Levels

# \_\_\_\_Common areas # \_\_\_\_Outdoor areas # \_\_\_\_# square meters

1. Inside photos:

Please take photos of the following areas x **2 angles** of each and attach to email in reply with this quiz / or send photos of this quiz also with property photos:

* Entrance – front door with front yard
* Living / lounge area
* Kitchen + cupboard with cleaning products
* Dining area
* Laundry + cupboard with cleaning products
* Linen cupboard
* Master / main bedroom
* Bathroom
* Garage
* Back yard / shed

1. Do you have contacts for the following and if so, please complete:

|  |  |
| --- | --- |
| Builder / Handyman |  |
| Electrician |  |
| Plumber |  |
| Gardener / Pool tech |  |
| Strata mgmt. |  |
| Mechanic |  |
| Other |  |

1. What are your favourite areas the following (if at home) please circle:

Relaxing\_\_\_\_\_\_\_\_\_ Working\_\_\_\_\_\_\_\_ Family\_\_\_\_\_\_\_\_ Fitness \_\_\_\_\_\_\_ Fun\_\_\_\_\_\_\_

1. What area do you want to change / tidy up / organise as highest priority?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. How strongly do you feel about making your home more Environmentally friendly on a scale of 1-10 (very strongly)?

1 2 3 4 5 6 7 8 9 10

1. Do you have other assets that you need / wish to have maintained?
   1. Car b. Caravan c. Other properties d. Other \_\_\_\_\_\_\_\_\_\_\_\_\_
2. What have you already tried to clean, manage, organise, improve, simplify your home? Y / N

Was it a success, or something that you are still struggling with and why? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Do you feel comfortable having someone change / organise / manage your belongings / space? Very Don’t mind A little hesitant Not comfortable
2. If you are in anyway not happy with a service or product, how do you normally deal with it? Do nothing Email / text / review Talk to friends / family Say it
3. If provided with information and tools on how to best manage your space, products, materials, would you prefer to:
4. Self-manage going forward
5. Be guided and helped regularly or
6. Not worry about it and allow someone else to manage it
7. When you are satisfied with a product or service, do you share it with others? And if so, how? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
8. What is something that would keep you with a particular company? Circle OR number in order of importance to you

Reliability Sustainability Rewards Relatability Cleanliness Communication Flexibility Professionalism Value for money

1. To have peace of mind regarding your home, what value-per-hour would you put on a reliable, consistent, trustworthy cleaner / property consultant? ~$\_\_\_\_\_\_\_\_\_\_ / hour
2. For your loyalty to the company, what would you most value as a thank you?
3. Voucher to go towards setting up cleaning products / caddies
4. Goodies hamper
5. Discounts or free consultations

Thank you so much for your time and honesty. Looking forward to our consultation so we can see how I am able to Sophisticate your Space!