



ACACIA

PROJECTS

Completion Process

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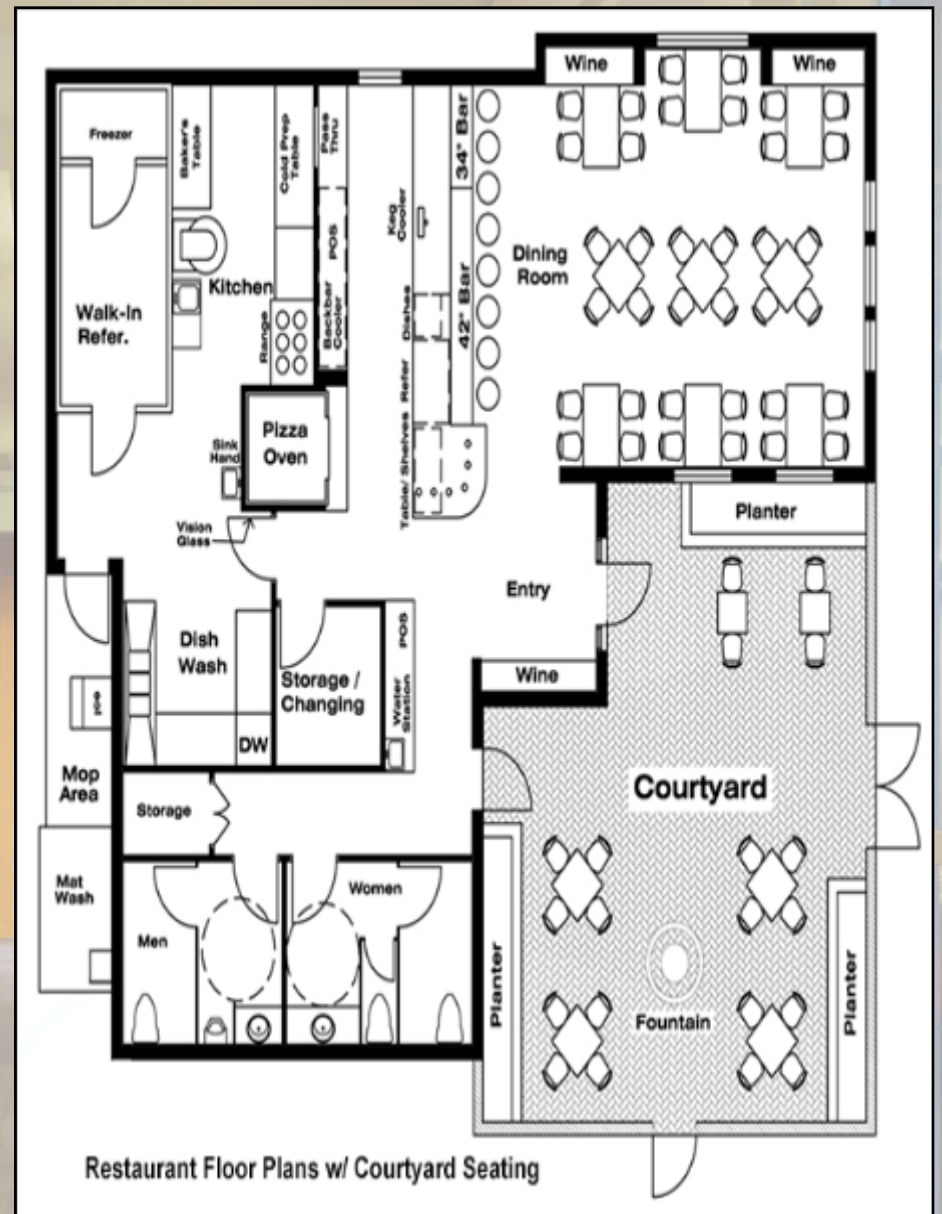
What happens after you sign the dotted line?

We follow a very simple and straightforward process allowing our clients to be as involved as they would like to be. Staging our process into three main components allows us to be transparent with every step of the build.

Coordinate

The first step in any build is to get the design right. If we are coordinating designs for you – We will commission a designer for you or you may request one for us to contact. Next we would need complete access to the tenancy and we'd assign a project manager to oversee the fit-out completion

Once design is complete and our client is happy with them, we submit the plans to your leasing agent for approval. Once approved we submit for Building Approval – This can take up to a week depending on requirements. Meanwhile we coordinate materials and start locking in dates for work to begin.



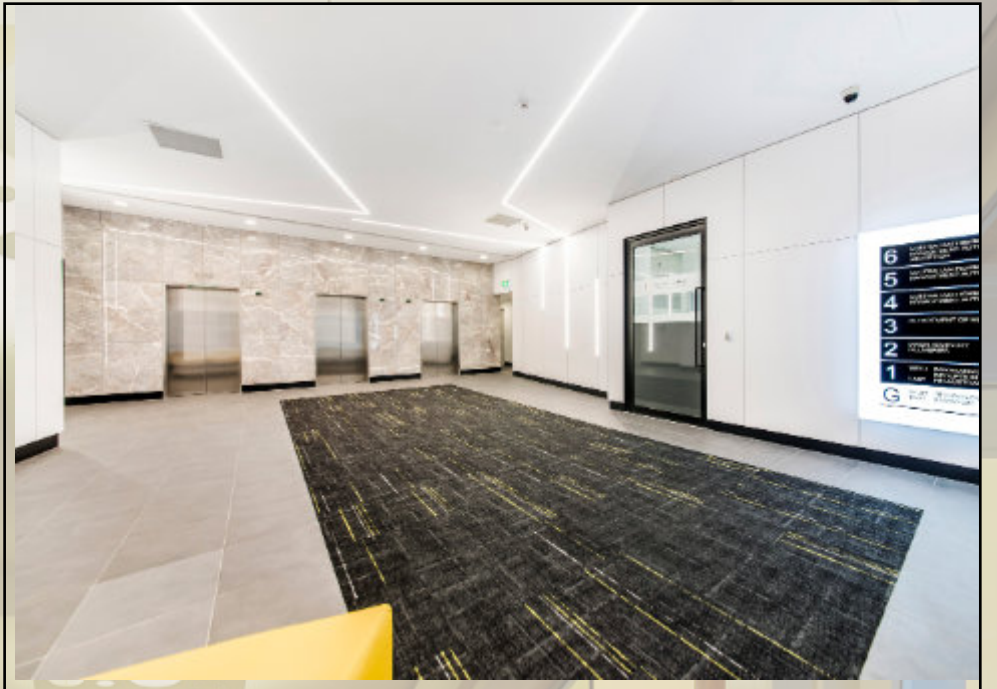
Pre-Start Meeting

In this meeting we present our client with a scope of works allowing them to see exactly what we are doing at all times. If there have been any potential issues discovered in the tenancy - for example if we can't drill into the floor because there's power running directly under the slab - adjustments may need to be made to the design

Build

Once everything has been gone over with a fine-tooth comb, we start the build! As you can see from the steps above, it's not so simple as just opening the doors and starting work!

Depending on the scale of the works and availability of our clients, we have a midway meeting (for bigger interiors we hold 1/3 meetings) to make sure everything is going on track and keep our clients in the loop at all times.



We encourage our clients to ask questions during the build process or make requests on any changes they'd like during the build because that's the easiest time to get exactly what you want – while you can see it right in front of you!

We give a direct line of contact to our Development Manager so you can discuss with them exactly what you want – don't worry though, we won't blow your budget once you start asking questions! Anything you ask about or if anything comes up that we think needs attention, we'll give you the price tag first so that there's no hidden surprise at the end of the build.



Complete

Finally, once everything is finished, we grab our checklist and you grab yours, because it's back to the fine-toothed comb. We want everything to be perfect for you - if it's not up to your standard it's not up to ours.

Once all parties are satisfied with the new interior, we hand back the keys back and it's smooth sailing from here on out.