Story Contracting llc.

Date

# Customer needs overview

## Project Background and Description

|  |  |
| --- | --- |
|  | Make sure to enable editing. Give me a brief description of the work you need done, if you have a full description please don’t hesitate to add any and all information you think I may need here. |

## Details if Available

|  |  |
| --- | --- |
|  | If you have a more complied list, i.e. measurements, the style you want, or brand or fixtures, add them here. |

## Time Frame

|  |  |
| --- | --- |
|  | List dates, if possible, or a time frame in which you’d like to see the work completed here. |

## Budget

|  |  |
| --- | --- |
|  | Give me your budget. How much are you willing to spend, high end and low end. |

## Contact Information

|  |  |
| --- | --- |
|  | Leave me your contact information along with a good time or day to call you. I try to get back within 12 hours of this ticket, thank you for your patience in this regard, I am only one person after all 😊 |

# Approval and Authority to Proceed

We approve the project as described above, and authorize the team to proceed.

|  |  |  |
| --- | --- | --- |
| Name | Title | Date |
|  |  |  |
|  |  |  |