

Project Definition**Scope of Work Template****1.1 Client and Project Information**

<i>Name of Client/Organization</i>			<i>Name of Project</i>	
<i>Name of Contact Person</i>			<i>Project Location</i>	<i>Project No.</i>
<i>Contact's Mailing Address</i>			<i>City</i>	<i>Province</i>
<i>City</i>	<i>Province</i>	<i>Postal Code</i>	<i>E-mail Address of Contact Person</i>	
<i>Telephone Number</i>		<i>Ext.</i>	<i>Fax Number</i>	

1.2 Project Description:**1.3 Architect Selection Process:****1.4 Pre-design work completed to date (or) required:****1.5 Timeline of Project:**

Start Design Work:	Start Construction:	Planned Occupancy Date:
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1.6 Approval Requirements:**1.7 Additional Requirements and /or Conditions:**

Scope of Work

General Objective

1.1 Project Definition

1.2

Description of Project:

1.3

Architect Selection Process:

1.4

Pre-Design Work completed to date *(or)* required:

1.5 TimeLine

1.6 Approval Requirements

1.7

Additional Requirements and/or Conditions:
