Member
Australian Institute of Architects
2025

THAM ARCHITECTS

ARCHITECURE | INTERIORS | CONSULTATION

Single Consult Services

FLOOR PLAN REVIEW | PRE PURCHASE CONSULT | PRE PLANNING ADVICE

WWW.THAMARCHITECTS.COM.AU | INFO@THAMARCHITECTS.COM.AU | ABN: 48 169 181 079 |
NOMINATED ARCHITECT: OPHELIA THAM VIC #20536 | NSW #9096, CLASS 2 DBP DEP0003030 | RAIA MEMBER

THE OBJECTIVE

A single architectural consultation service aims to provide, 60-90 mins, expert, independent, and professional advice to help homeowners, buyers, or investors make confident decisions about a property or project before committing to full, expensive design services.

It serves to bridge the gap between our client's initial project ideas and technical feasibility, helping to eliminate guesswork and prevent costly mistakes.

It is designed to provide a strategic "blueprint" and expert oversight before committing to major financial or legal obligations, aiming to establish a clear roadmap for next steps.

Floor Plan Review

HOW IT WORKS

AUSTRALIA WIDE

Purchase your consult and select your preferred time and date.

→

Submit an Enquiry Form

submit no later than 5 business days of consult. [4]

→

We review your brief, site details and Prepare mark ups / concepts for the consultation.

→

Go on your device and participate in our interactive consultation, (allowance - 60 mins)

OPTIONAL ADD ON

(issue drawings)

Post consult, allow 5 business days to receive first concept review plans

→

You are given a chance to provide a consolidated comments and mark up of 1x set of plans to iterate

→

Allow up to 3 business days for us to issue final concept floor plans

- Shorten lead time to consultation or site visit afterhours / weekends available upon request. Surchage for fast tracked service.
- site visit applicable to within 15km from Surrey Hills VIC or otherwise mutually agreed.
- Allow up to 5 business days post consult for drawing issue.
- Allow up to 3 business days for iterated drawings issue after comments are recieved.
- Drawings are conceptual only - further professional advice are required to confirm accuracy.

THAM ARCHITECTS

INCLUSIONS

FLOOR PLAN REVIEW
AUSTRALIA WIDE

Core Service

- **Expert Preview:** $1^{1/4}$– $1^{3/4}$ hr: Review of site conditions, sale contracts, and project brief. Mark up ideas and potential layout of your provided floor plan
- **60-90 Min Teams Consult:** Flexible virtual session for multiple participants
- **Live Collaboration**: Real-time sketching and feedback on a shared digital board.
- **Proactive feedback**: Provide expert feedback that are both architectural and practical within your scope and budget

Optional upgrade

- **PDF CAD Floor Plan:** Issuing of CAD drawings in PDF for future use.
- **Iteration to Sketch Plans:** 1x drawing adjustments based on your formal comments / feedback.

Floor Plan Review

HOW IT WORKS
AUSTRALIA WIDE

CORE SCOPE

	PREVIEW	MARK UP	CONSULT	COST Min. 5 business lead time to consultation*
≤200 SQM	◢	●	●	2.25 hrs $870
>200SQM <350 SQM	◢	●◢	●◢	2.75 hrs $1060
≥ 350 SQM <$1.5 M	◢	●◖	●◖	3.25 hrs $1255

ADDTIONAL UPGRADE
(optional)

DRAWINGS PDF FLOOR PLAN CONCEPT	ITERATION	COST Additional min. 7-10 business days
+ ●●◖	●◖	6.25 hrs $2410
+ ●●●	●◖	7.25 hrs $2795
+ ●●●◖	●◖	8.25 hrs $3180

- *< 5 days lead time to consultation, after hours / weekends available upon request. Surcharge for fast tracked service.
- site visit applicable to within 15km from Surrey Hills VIC or otherwise mutually agreed.
- Allow up to 5 business days post consult for drawing issue.
- Allow up to 3 business days for iterated drawings issue after comments are recieved.
- ● = 1 hour
- All prices are inclusive of GST
- Drawings are conceptual only - further professional advice are required to confirm accuracy.

Pre Purchase + Pre Planning Advice

HOW IT WORKS

NSW & VIC ONLY

Purchase your consult and select your preferred time and date.

→

Submit an Enquiry Form

within 48 hours of purchase [4]

→

We review your brief, site details and prepare mark up for the consultation.

→

Go on a device and participate in our interactive consultation

OPTIONAL ADD ONS

CONSULT ON LOCATION

Meet you on site, please allow an extra 30 mins to the in person consult for us to review site and context condition

OR
AND

DRAWING ISSUES

Post consult, allow 5 business days to receive 1 or 2 concept plans to review

→

You are given a chance to provide comments and mark up for 1x set of plans to iterate

→

Allow up to 3 business days for us to issue final concept floor plans

- Shorten lead time to consultation or site visit afterhours / weekends available upon request. Surchage for fast tracked service.
- site visit applicable to within 15km from Surrey Hills VIC or otherwise mutually agreed.
- Allow up to 5 business days post consult for drawing issue.
- Allow up to 3 business days for iterated drawings issue after comments are recieved.
- Drawings are conceptual only - further professional advice are required to confirm accuracy.

THAM ARCHITECTS

INCLUSIONS

PRE PURCHASE | PRE PLANNING
SYD + MELB

Core Service

- **Expert Preview:** 1.5 hr allowed to review site information, sale contracts, and project brief. generate potential layout ideas for discussion.
- **60-Min Teams Consult:** Flexible virtual session for multiple participants
- **Live Collaboration**: Real-time sketching and feedback on a shared digital board.
- **Regulatory Advice:** Provide guidance of regulatory pathways best suited to your project. New builds vs Renovation / Extensions.

Optional upgrade

- **Site Visit:** +30-45 mins on site assessing site and contextual surrounding, highlighting potential impacts. Consult to be held in person on site in lieu of Teams Meet.
- **Floor Plans Issuing:** Sketched PDF for further pursual.

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Pre Purchase + Pre Planning Advice

FEE STRUCTURE

NSW & VIC ONLY

PRE-REVIEW + CONSULT ONLY

1.5 hrs
$580

(add on only)

SITE VISIT

30 mins site assessment
+ travel time

+1 hr
$970

OR

(add on only)

SKETCH X1

(add on only)

SKETCH X2

1x or 2x sketch options post consult
with 1x comments for iterations

OR

PACKAGE X1

PACKAGE X2

consult, site visit & sketches

	SKETCH X1	SKETCH X2	PACKAGE X1	PACKAGE X2
<200 SQM	+1.5 hrs $1155	+2.5 hrs $1515	+2.5 hrs $1550	+3.5 hrs $1935
>200SQM <350 SQM	2.25 hrs $1400	+3.75 hrs $2000	+3.25hrs $1900	+4.75 hrs $2450
≥ 350 SQM <$1.2 M	+ 3 hrs $1880	+5 hrs $2400	+4 hrs $2350	+6 hrs $2990

- Shorten lead time to consultation or site visit afterhours / weekends available upon request. Surchage for fast tracked service.
- site visit applicable to within 15km from Surrey Hills VIC or otherwise mutually agreed.
- Allow up to 5 business days post consult for drawing issue.
- Allow up to 3 business days for iterated drawings issue after comments are recieved.
- ● = 1 hour
- All prices are inclusive of GST
- Drawings are conceptual only - further professional advice are required to confirm accuracy.

Terms and Conditions

1. All core consultations will be held virtually via Microsoft Teams, unless site visit optional upgrade is selected and paid in full.
2. **Consultation Duration**: Consultations will last 60-90 minutes maximum as per selected service. If timing exceeds the allotted time duration, additional time will be charged at a rate of $350 per hour plus GST, calculated per 15-minute intervals, rounded up.
3. **Booking Confirmation**: To ensure proper scheduling and avoid potential calendar misalignments, a Teams calendar invitation will be sent to your nominated email address to confirm your booking. **Invitation must be accepted be the invitation to finalise the booking**. Should any changes be necessary, we will contact you via email or phone us on the same processing date (next business days hen booked during non business hours) of your order to reschedule your appointment.
4. Single Consultation form for floor plan review must be submitted within 5 business days of the finalised scheduled booking to avoid a planning fee of $50. Single Consultation form for Pre Purchase / Pre-planning review must be submitted within 48 hours of purchase to avoid a planning fee of $50.
5. As we have not be formally engaged in detail for the subjected project, it is the responsibility of the client to ensure that planning guidelines, constraints, and the structural adequacy of the property are assessed further in detail by suitable consultants or design professionals to ensure the accuracy of the information provided during the consult. THAM ARCHITECTS assumes that all provided drawings by client are accurate and correct.
6. Although information discussed in the consultation will be in detailed, the advice provided during the consultation is general in nature and should not be relied upon for planning approval or building consent. Clients should conduct further research or seek professional advice. Any ideas or concept sketches provided during the consultation are intended to be developed further for authority submission or construction purposes.
7. The objective of the Layout/Design Review service (if selected) is to provide constructive suggestions and new ideas. Clients are encouraged to discuss these recommendations further with relevant professionals to aid in their decision-making process.
8. The objective of the Pre Purchase Review, Pre Planning advice (if selected) is to provide high level professional advice specific to the subject site and your project intention. Clients are encouraged to discuss these recommendations further with relevant professionals to aid in their decision-making process. If we requested, we can offer our Stage A. (Feasibility / concept design) of our architecture service
9. **Cancellation Policy:** Cancellations made more than 72 hours prior to the consultation will incur a 50% charge (plus any applicable processing fees). Cancellations made within 72 hours of the consultation will not be refunded.
10. **We value your privacy**. We will not share, sell, or disclose your personal data to 3rd parties without your consent, except where required by law.
11. By agreeing to our services or as otherwise agreed in writing, the purchaser gives consent to Tham Architects to use materials from the purchased service for any advertising or marketing purpose. No personal or confidential information will be disclosed without the Client's prior written consent. Any request for project confidentiality must be made in writing.
12. **FAST TRACK SERVICE** We can cater for meetings less than 5 days from the confirmation order, a fast track fee (10% surcharge) will be charged to the final price. If you choose to cancel due to an unavailable or non-agreeable timeslot, our cancellation policy will still apply.
13. If you wish to conduct the consultant after business hours or weekends, an non-working surcharge of 10% applies to your final consultant fee.
14. You may qualify for $500 credit for orders over $1000/consult but must be redeemed within 3 months from date of the Teams Consultation. This credit is non transferable in any form and must only be applied to final price (inc. GST) for Stage A of our Architectural service only.