

**OFFICE PLUS
FURNITURE**

THINK

5 THINGS YOU MUST KNOW BEFORE HIRING AN OFFICE FITOUT COMPANY

An exclusive eBook by Office Plus Furniture

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HOW TO CHOOSE AN OFFICE FITOUT COMPANY

If you've decided to hire an office fit out company, you've probably gotten together a loose budget of what kind of money you'd like to spend. In some cases, you might have a fairly substantial one, and in others, you might be trying to get your office revamped on a much smaller scale.

Either way, you don't want to see a dollar wasted. A key item that you should pay attention to on your office fit out check list, is getting together the right team. When you work with experienced people who you can trust, you can be assured that your budget is being put to good use and that you'll get results that you're happy with.

But how can you recognise a good office fit out team to hire?

ASK QUESTIONS

Ask A Lot Of Questions (And Be Prepared To Field Them Too)

In the planning stages of your office fit out, you're going to have a lot of questions.

What impact will the project have on your company work day? How can the impact be minimised? How long do certain aspects of the job take and can a more efficient way be figured out?

In truth, the amount of points that should be considered will seem endless, but it's important that you feel comfortable enough to ask them all.

A bad project team will brush your concerns aside and barely consider your feedback on what's ahead. Find an office fit out team who not only listen to you, but understand that each question you ask will minimise potential problems in the future. You should also expect to be asked a lot of questions.



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Any credible office fit out company should address whatever concerns you've forgotten to bring up. This means the conversation you have before a plan is even agreed upon should be a long one. Communication is an essential part of any large project, and if you find you're working with a company who simply want to rush you along the construction line, then you might want to look elsewhere.

ASK FOR PREVIOUS PROJECT IMAGES

Any Fitout company should have a portfolio or images of completed projects for you to see! This allows you to see if there quality of work suits you and meets your expectations.

CHECK THEIR LEVEL OF SERVICE

Not all Office fit out companies offer the same degree of service. Some will only join a project in the end stages, to install fittings and furniture you've already selected and sourced, while others will want to manage a project from start to finish, playing a role in everything from the initial design to procurement to installation. It's up to you to choose which you prefer, but a fitout company who can provide a complete service from inception to execution will usually be the best choice.

EXAMINE THEIR IDEAS

Once you've determined that your chosen fitout company has a stellar reputation and can provide the level of service you need, the final step is to ensure that they can bring a degree of creativity and innovation to your project.



A photograph of a modern office environment. In the foreground, a black ergonomic office chair with a mesh back and a grey seat is visible. Behind it, a white desk holds a computer monitor and a keyboard. The office has large windows with a grid pattern, and brick pillars are visible in the background.

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A good fitout company should be able to offer input and advice on the best way to use your space. fitout companies should offer more than just an installation service; they should also be well versed in the most innovative techniques to help design an outstanding environment.

With that in mind, the final step before making your choice should be to sit down with the cutout companies sales advisor and ask them to present their ideas for your project. They should be able to use their expertise to design a space that offers everything you need, and give you a good estimate of the expected cost.

THE FINAL DECISION

As you can see there are many factors involved in choosing the best fitout company to suit your project. It isn't an easy task, but your job will be made much simpler if you choose to work with Office Plus Furniture!

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