

# SHARING OUR KNOWLEDGE AND KNOW-HOW



**Amiri**  
INTERIORS

## 5 STEPS TO A SUCCESSFUL FIT-OUT PROJECT

### 1. Engage a fit-out contractor early

Your fit-out contractor should be up-to-date with the latest ideas and trends in space planning in your sector. Use this knowledge to enhance your design, maximise budget impact and plan for the programme of works.

### 2. Ask the end-user for their input early

End user insight is vital when planning a fit-out project – whether the building is occupied or not. Get a working group together of end-users and ask for their feedback on what functionality they need, what they like about their current space and what could be improved. Engage them with the outcome of the design process and explain what influence their input had and gain their buy-in – this can avoid costly redesign or even rebuild!

### 3. Make sure your fit-out contractor is giving you options

Your fit-out contractor should be giving you alternative options on materials and fittings to allow for improved scope in your budget, quality or life cycle.

### 4. Make sure communication is planned into the project

Communication is very important to a project as this helps build relationships, respond to end-user needs and manage expectations. Your contractor should be available for discussion, comment, observation as well as reporting to you formally on progress during the course of the project – this allows for accurate feedback to be given to all project stakeholders.

### 5. Celebrate the success of the newly created space

A fit-out project can take up a lot of resources and face challenges. Once the team has successfully completed the project make sure to celebrate that success and acknowledge your teams input.

For more information  
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