This form is to be completed for each of the references checked. If the Owner’s Representative cannot be reached, note the attempts in the "Comments" section.

**Architect / Engineer**

**Project**

**Owner**

Who was contacted?

<table>
<thead>
<tr>
<th>name</th>
<th>date</th>
<th>time</th>
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1. What professional services were performed?

2. What was the project size? $200,000

3. a. Were the design documents completed on time? □ Yes □ No

   b. Was the construction completed on time? □ Yes □ No

4. Was the project completed within budget? □ Yes □ No

5. Did the architect/engineer make appropriate efforts to assure quality construction? □ Yes □ No

6. Was the overall performance of the architect/engineer? □ below average □ average □ above average

7. Would you hire this firm again? □ Yes □ No

**Comments**

Interview conducted by

Name ________________ Date ________________

Signature ____________________________________________