“We shape our dwellings, and afterwards our dwellings shape us.”

~ Winston Churchill

I am so glad that you have decided to apply the principles of Feng Shui to enhance, balance, and support your business to reach its full potential. Please complete this assessment questionnaire thoughtfully with attention to your goals. These questions are designed to help you create a clear focus and intention, and your answers will inform our work together so that I may provide you with the most fitting techniques to transform your business space into a productive environment that will fully support your endeavors.

Simply type your answers into the open boxes; the boxes will expand as needed.

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Date of Birth |  |
| Home Phone |  | Cell Phone |  |
| Work Phone |  | Fax |  |
| Email |  |  |  |

|  |  |
| --- | --- |
| Business Name |  |
| Business Address |  |
| City/State/Zip |  |
| Type of Business |  |

Please list the people with whom you work in your business office.

|  |  |  |
| --- | --- | --- |
| Name | Position | Date of Birth |
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What is the primary reason that you are seeking Feng Shui expertise for your business?

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How did you hear about us?

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YOUR OFFICE BUILDING

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| --- | --- |
| What year was the building constructed? |  |
| What is the approximate square footage? |  |
| Do you rent or own? |  |
| How long have you worked in your present building? |  |
| How many staff members are employed in your building? |  |
| Is there a break room or lounge for the staff? |  |

Do you know the history of your office building and its previous occupants?

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Have the previous occupants prospered and moved to a bigger office building?

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Are you aware of anything positive or negative that may have happened with the previous occupants and their business?

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Have you noticed any changes in your business, either positive or negative, since moving into this office space?

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Do you feel that your office building needs a clearing or cleansing of any old negative energy?

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What sort of equipment is used at your business?

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Is your office easy to find?

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Is parking an issue for your staff or clients?

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Do you have adequate signage outside your establishment?

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What is going well with your business?

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Has there been any large-scale remodeling of your office? If so, did you notice any changes after the alterations?

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How would you describe or classify the style and design of your office building?

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Do you or your staff have control or input about the working environment (room temperature, lighting, etc.)?

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Do you play music in your office? What kind?

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| --- |
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Is any soothing artwork on display?

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| --- |
|  |

How do you feel when you step into your office? Do your spirits rise or fall?

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What are you favorite rooms or areas in your office building? Why?

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| --- |
|  |

What are your least favorite rooms or areas in your office building? Why?

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How do you feel about the business and the people that work with you?

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| --- |
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Our offices are vessels that can support, nurture, and help us to achieve our goals. What is your intention for your present office building? Take some time to consider your intention and state it as clearly as possible.

My overall intention for my office space is:

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**YOUR COMPANY**

For each section below, indicate how you feel about each statement by marking an ‘x’ in the column that bests matches your level of agreement. Mark an ‘x’ in the column labeled ‘N/A’ if the statement does not apply to your company. Following each section, please add any pertinent comments or explanations.

**Relationships**

I am satisfied with my relationships with my staff members.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
|  |  |  |  |  |  |

I am satisfied with my relationships with my managers.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
|  |  |  |  |  |  |

I am satisfied with my relationships with consultants and temporary staff.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
|  |  |  |  |  |  |

Company morale is high.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
|  |  |  |  |  |  |

My company has good relations with other companies in its field.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
|  |  |  |  |  |  |

Staff turnover is high.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
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Additional Comments on Relationships (For example, if staff turnover is high, is that true in general or specific to a particular position?)

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| --- |
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**Career**

I feel fulfilled within my occupation.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
|  |  |  |  |  |  |

Additional Comments on Career

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| --- |
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**Helpful People**

I feel that I have staff that I can rely on.

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| --- | --- | --- | --- | --- | --- |
| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
|  |  |  |  |  |  |

The service people are helpful and efficient.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
|  |  |  |  |  |  |

Additional Comments on Helpful People

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**Mentors and Networking**

There are good relations between staff members, managers, and employees.

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| --- | --- | --- | --- | --- | --- |
| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
|  |  |  |  |  |  |

Additional Comments on Mentors and Networking

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**Creativity**

I have space and time for creative pursuits.

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| --- | --- | --- | --- | --- | --- |
| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
|  |  |  |  |  |  |

My business is always creating and evolving as I would like.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
|  |  |  |  |  |  |

Additional Comments on Creativity

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**Fame and Reputation**

My company is as well-known as I would like.

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| --- | --- | --- | --- | --- | --- |
| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
|  |  |  |  |  |  |

My clientele is as big as I would like.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
|  |  |  |  |  |  |

Additional Comments on Fame and Reputation

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**Wealth**

I am satisfied with the company’s economic success.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
|  |  |  |  |  |  |

Additional Comments on Wealth

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**Knowledge**

I have adequate time for learning new things.

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| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
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I have adequate time to nurture myself.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
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My staff has the opportunity to take time away from pressures during the day.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
|  |  |  |  |  |  |

There are opportunities for my staff to develop skills and knowledge.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
|  |  |  |  |  |  |

Additional Comments on Knowledge

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**Health**

I have as much energy and vitality as I would like.

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| --- | --- | --- | --- | --- | --- |
| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
|  |  |  |  |  |  |

I have taken too many sick days.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
|  |  |  |  |  |  |

My staff is in great health.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Strongly Disagree | Disagree | Neutral | Agree | Strongly Agree | N/A |
|  |  |  |  |  |  |

Additional Comments on Health

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What are common complaints among employees? How are they addressed?

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What areas of your business would you most like to improve and in what way?

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On what specific area or concern would you especially like to concentrate during our time together?

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**Please draw a floor plan of your office building.**

* Make the floor plan as close to scale as possible;
* Label each room (offices, cubicles, lunchroom, etc.);
* **Label North, South, East and West**;
* Beas accurate as possible with the floor plan and compass directions.

Thank you for taking the time to complete this questionnaire. Please email the completed questionnaire with your floor plan at least 48 hours prior to your appointment: [Alex@frequencydesigns.org](mailto:Alex@frequencydesigns.org)

We will be working with your personal space to nourish, replenish, and empower positive thoughts, affirmations, and goals. Please spend some time clearing out any accumulated clutter before our appointment; let go of anything that is not functional. The more thoroughly you do this, the better the results you will achieve in creating the energy you want for your business. I look forward to our time together.

**Please note**:

The fee for a Commercial Consultation is $250 per hour with a two-hour minimum. Payment is due at the conclusion of your appointment. 24 hours’ notice is required for cancellation; any cancellations within 24 hours before a scheduled appointment will incur a $100 fee.

All information you provide will be held in the strictest of confidence. Frequency Designs, LLC, Aalexyz Wilkinson, and her other consultants serve as a reference and guide for Feng Shui; their services and consultations are not intended as a substitute for the care of a licensed medical provider. Please keep in mind that individual results vary based on client interest and participation; no outcomes are guaranteed.