

**SITE SURVEY**

**DELIVERY INFORMATION**

Address \_\_\_\_\_  
COMPANY NAME STREET CITY STATE ZIP

Primary Contact \_\_\_\_\_ Secondary Contact \_\_\_\_\_

Cell Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Office Phone \_\_\_\_\_ ext. \_\_\_\_\_ Office Phone \_\_\_\_\_ ext. \_\_\_\_\_

Email \_\_\_\_\_ Email \_\_\_\_\_

Days/Hours Available \_\_\_\_\_ Days/Hours Not Available \_\_\_\_\_

**PARKING (check all that apply)**

Available for 26ft. Delivery Truck     Available for 52ft. Semi Truck     Parking Lot     Metered     Loading Dock     Designated Area Coned Off

**DOORWAYS, HALLWAYS, + STAIRWAYS**

# of Doors to Access Final Space \_\_\_\_\_ # of Stairs to Access Final Space \_\_\_\_\_ Flooring Material \_\_\_\_\_

# of Elevators \_\_\_\_\_ Exclusive use?  Yes  No Door Dimensions \_\_\_\_\_ x \_\_\_\_\_ Inside Dimensions \_\_\_\_\_ x \_\_\_\_\_ x \_\_\_\_\_  
WDT.(IN) HT.(IN) WDT.(IN) HT.(IN) L.(IN)

Smallest Door \_\_\_\_\_ x \_\_\_\_\_ Smallest Hallway \_\_\_\_\_ x \_\_\_\_\_ Smallest Stairway \_\_\_\_\_ x \_\_\_\_\_  
WIDTH (IN) HEIGHT (IN) WIDTH (IN) HEIGHT (IN) WIDTH (IN) HEIGHT (IN)

**FINAL SPACE**

Dimensions of Space \_\_\_\_\_ x \_\_\_\_\_ x \_\_\_\_\_ Flooring Material \_\_\_\_\_  
WIDTH (IN) HEIGHT (IN) LENGTH (IN)

Extraction of existing equipment?  Yes  No Details \_\_\_\_\_

Moving existing equipment?  Yes  No Details \_\_\_\_\_

New construction/renovations?  Yes  No Details \_\_\_\_\_

**CABLE, POWER, + INTERNET (check all that apply)**

Cable is Live     Power is Live     Internet is Live     Power Outlets Have Dedicated NEMA-5 (20A)

I.T. Contact Name \_\_\_\_\_ Email \_\_\_\_\_  
 Phone \_\_\_\_\_ ext. \_\_\_\_\_

Other important considerations (please define):

Site Survey Completed By \_\_\_\_\_  
SIGNATURE PRINTED NAME DATE

By signing, I am authorized to sign all documents related to location. I agree that the Site Survey I completed includes all information relating to the location listed. I agree that any missing information could result in additional fees.