



CHILDREN TRUST KIOSKS

SITE SURVEY REPORT

Kiosk Ref

Kiosk Location: The Centre

Address: The Centre
The Street
The Town

Post Code: A1 1AB

Contact:

Survey Date: 6th September 2006

Survey Time: 1300hrs

Location Details

Size of space allocated with brief description of location	Large Reception/Waiting Area
Do premises have direct street access	
If not – give details	No via car park
Which floor is the kiosk to be located on	Ground

Is there access via stairs or a lift	N/A
Are the doors wide enough for delivery of the kiosk	Yes
Is there a power socket within 1M of the kiosk location If not – place a <i>plug</i> sticker in the selected location Will New socket be 13Amp or fused spur	Yes
What type of connectivity is required Is there a BT line installed Is there a network point installed If not – ensure location is agreed with site If CAT5 will it be terminated at the kiosk location or will it be in a comms room	ADSL Internet No Yes – points 5 & 6 Site to confirm network points are live and connected to yet to be confirmed server/network
What type of install is required	To floor – do not bolt Yes
Is the floor level What type of floor surface	concrete
Is appropriate lighting available	Yes
Is the kiosk location visible to staff for supervision	Yes
Is there closed circuit TV surveillance in operation	Yes
Does the site have a generator or other power outage tests If scheduled state frequency and time the power is down	No

Access To Kiosk Locations

Days of the week that premises are open For kiosk use, please state times	Monday to Friday 9:00am – 4:00pm
Acceptable times for install to be performed Normal hours After hours	Any day between hours of opening
Is a security pass required or any other form of identification Details	No
Any special restrictions, i.e. pedestrian area or supervision required Details	No
Is parking available outside premises for install period Are there any parking restrictions	Use Car park - no street access
Details	No
If no parking available please confirm nearest suitable parking	Use car park
Any other relevant information necessary for kiosk installation	Authority to join network required from I.T dept. Site to arrange. We need contact with I.T staff for network authentication etc.
Any special materials required, i.e. extra long cables or trunking	N/A



The Centre – This is only mode of access



Kiosk Location - Arrowed

Contact Details

Host – Authority signatory	
Key Holder	
Contact Telephone Number	
Contact number out of hours	

Agreement between client & site

- Type of kiosk to be installed:
- Proposed install date:
- Modifications required to site:-
- Power, ADSL or ISDN installed and confirmed working 48hours prior to install
- Quotation required for de-installation and installation at new premises
- Modification to be completed by:

I confirm that a site survey has been carried out at the above premises in order to install and for the information provided prior to the installation and modifications

Signed (For Contract)

Date: ...06th September 2006.....

Signed (For Engineer).....