

Access Control Quick Quote Fax Form

In order to spec the right equipment for the job, fill out this handy quick quote sheet and fax it to your System Specialist for a quick quote. Let our specialists lay out the system for you just by filling in these basic questions. Call the System Specialist nearest you

- 1) Number of Doors Being Controlled? (Allow for anticipated future growth) _____
(a) Interior _____ Exterior _____
- 2) What Reader Technology is Desired? (Keypad, Mag Stripe, Wiegand, Proximity, Combination Biometric) _____
- 3) Number of Users Requiring Unique CODE or Card? _____
- 4) Are Specific Time Schedules Required? _____
- 5) A Door Alarm Monitoring Required? _____
(a) Are Other Alarm Inputs Necessary? _____
- 6) Is An Audit trail of User Activity Required? (Real Time Printer, Computer) _____
- 7) Is a Computer Wanted for Programming, Monitoring, Reporting, and Control? _____
(a) Is Remote Monitoring Capability Required? _____

Additional things that need to be determined to complete the design of an access control system.

- 8) What Type of Locks Are Required for Each Door? (Electric Strikes, Magnetic Locks) _____
- 9) What Are the Wiring Distances between the Controller, Lock Power, and the Doors? _____
- 10) Where Can the Wiring be Run? (Ceiling, Conduit, Plenum Ceiling, Exposed) _____
- 11) Will Request-To-Exit Devices be Required? If So, What Type? (Motion Sensor, Pushbutton, Touch sensitive Bar) _____
- 12) How Long Does the System, Including locks, Need to Operate in the Event of a Power Failure? _____
- 13) If Door Status Monitoring is Required, What Type of Contact Switches Are Appropriate? _____
- 14) What Other Devices Are To Be Monitored? (Holdup, Glass Break, Intrusion Sensor, Equipment) _____
- 15) What Other Devices Are To Be Controlled? (lights, Machinery Elevators, HVAC) _____
- 16) Is there a preferred vendor for any of the above products? _____

Miscellaneous items to consider are: is there an emergency generator power circuit available; custom artwork on cards or photo ID; readers mounted indoors or outdoor; ADA, fire and building code requirements.

COMMENTS/SYSTEM DESCRIPTION: _____

DEALER NAME: _____ CONTACT NAME: _____ DATE: _____
ACCT. #: _____
PHONE: _____ FAX: _____ SALES REP: _____

Access Control System Door Planning Worksheet

In order to install the proper locking hardware, answers to the following questions are essential.

Please fill these out and fax them to your System Specialist.

(Reference ANSI/NFP A101 Life Safety Code when installing locking products.)

DOOR NAME

DOOR LOCATION

DOOR OPERATION

EMPLOYEE VISITOR EMPLOYEE/VISITOR FIRE EXIT OTHER _____

DOOR TYPE

SINGLE DOUBLE IN-SWING OUT-SWING MEDIUM HEIGHT TURNSTILE FULL HEIGHT TURNSTILE
 OPTICAL TURNSTILE PARKING GATE OTHER _____

DOOR MATERIAL

WOOD METAL GLASS OTHER _____

DOOR FRAME MATERIAL

WOOD METAL NONE OTHER _____

MISC. DOOR INFO.

EXTERIOR INTERIOR FIRE RATED REQUIRED FIRE EXIT OTHER _____

EXISTING DOOR HARDWARE

MORTISE KNOB SET DEAD BOLT MECHANICAL EXIT BAR

REQUIRED DOOR HARDWARE CHANGES

PROPOSED LOCK TYPE

MAGNETIC (SURFACE) MAGNETIC (SHEAR) ELECTRIC STRIKE ELECTRIC LOCKSET
 OTHER _____ FINISH _____

VOLTAGE REQUIREMENTS - 12VAC, 12VDC, 24VAC, 24VDC

DOOR CONTACT

RECESSED SURFACE BUILT INTO LOCK COLOR _____

REQUEST-TO-EXIT DEVICE

MOTION SENSOR PUSH-BUTTON TOUCH SENSITIVE EXIT BAR MECHANICAL EXIT BAR
 OTHER _____

PROPOSED READER TYPE

MAGNETIC STRIPE WIEGAND PROXIMITY BAR CODE BARIUM FERRITE
 KEYPAD COMBINATION BIOMETRIC _____ OTHER _____

READER MOUNTING OPTIONS

FLUSH SURFACE INTERIOR EXTERIOR WEATHERIZED HANDICAPPED OTHER _____

READER MOUNTING SURFACE: BRICK/STONE GLASS PEDESTAL OTHER _____

MISC. OPTIONS

LOCAL AUDIBLE ANNUNCIATOR REMOTE RELEASE TIME DELAY EGRESS OTHER _____

COMMENTS/DESCRIPTION OF OPERATION

