

# **Paging SITE Survey Sheet**

Before you begin designing or quoting a job, you will need some basic information regarding the site and the end-user's needs. Use the Site Survey Check List below to ensure that you collect all the information you will need to complete the design of the paging system.

# **Customer Information:**

### **Tools Needed**

calculator

• measuring wheel/tape measure

sound pressure meter
Bogen Products catalog

Obtain a copy of the floor plan of any areas that may require special design considerations (high shelving, machinery location, decibel measurements, exposed beams, etc.).

# Person Completing Form:

Company:	Company:
Contact:	Contact:
Address:	Address:
City/State/Zip:	City/State/Zip:
Phone:	Phone:
Fax:	Fax:
E-mail:	E-mail:

# Site Survey Check List

Section I – System Needs concerns the requirements of the entire installation.

**Section II** – Specific Area Needs concerns specific areas within the installation. *Note:* Installations that contain areas with different style environments or sound levels may require Section II to be filled out separately for each area. Be sure to make enough copies of this page for this purpose.

## I. SYSTEM NEEDS

- a. What Type of Telephone Port Will Be Available for Connection to the Paging System? Loop Start Ground Start Page Port Analog Station Port Other: b. How Many MIC Inputs Needed? c. How Many AUX Inputs Needed? d. Is Zone Paging Required? 
  Yes No If yes, how many zones: e. Is Talk Back Required? □ Yes □ No If yes, in individual zones? □ Yes □ No f. Is Group Paging Required? Yes No g. Are Time Tones Needed to Signal Shift Changes? □ Yes □ No h. How Can the Amplifier Be Mounted? Rack Wall Shelf i. Amplifier Features Needed: □ Automatic Level Control (ALC) □ Variable Loudness Contour Control Bass & Treble Controls Graphic Equalizer Automatic Mute Variable Mute UMOH Output Manual Mute Audio Enhancement Night Ringer Subwoofer j. Any Technology Preference?
- □ None □ 70V Central Amplifier □ Self-Amplified 24V Equipment

### II. SPECIFIC AREA NEEDS

a. Area Name/Description: _									
b. Area Dimensions:									
Length	ft.	Width	ft.						
Square Footage	sq. ft.	Ceiling Height	ft.						
c. Ambient Noise Level:		_dB							
d. Will There Be Large Char	-		the Area?						
If yes, note range:	dE	3 to dB							
e. Environment:									
Office/Professional/Reta	il Store	Factory/Industria	al						
Institutional/Remote Pub	olic Area	Warehouse							
Aisles created by high s	torage rack								
Cafeteria/Break Room		Auditorium							
Loading Docks/Outdoor	Areas	Other:	Other:						
f. Where Will the Speakers Indoors Outdoors	Be Placed	!?							
g. How Can the Speakers B Suspended/Drop Ceiling Beams, Columns, Other Make note of any changes ** Make note of any changes	) <sup>*</sup> Structures <i>in surfaces</i>	Wall** or positions for actual spe	eaker mountil						
h. Are Volume Controls Mor		cach Speaker Needed?							
i. Are Wall-Mounted Attenu	ators Nee	ded for Area's Volume	Control?						
. Is Feedback Elimination	Equipmen	t Needed? 🛛 Yes	🗅 No						
k. Is Background Music Nee	eded?	🗆 Yes 🗀 No							
If yes, BGM source: 🗅 CE	) Player/Re								
Anter	nna Availab	ble for tuners?	3 🗆 No						

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S	Sound Pressure Level Chart																							
Typical Ambient Noise Level								Typical Environments																
Very	High N	oise 85-95 dB Speech Almost Impossible To Hear					ble	Construction Site • Loud Machine Shop Noisy Manufacturing • Printing Shop													95 dB			
н	High Noise <b>75-85 dB</b> Speech is Difficult To Hear					ear	Assembly Line • Crowded Bus/Transit Waiting Area Machine Shop • Shipping / Warehouse Supermarket (Peak Time) • Very Noisy Restaurant/Bar													85 dB				
Me	Medium Noise 65-75 dB Must Raise Voice to be Heard						Bank/Public Area • Department Store Noisy Office • Restaurant/Bar Supermarket • Trans Waiting Area														75 dB			
L	Low Noise <b>55-65 dB</b> Speech is Easy To Hear					ar	Conversational Speech • Doctor's Office Hospital • Hotel Lobby Quiet Office • Very Quiet Restaurant/Bar													65 dB 55 dB				
	Use the area below to sketch the job site. For each area, please note:  • Type of area  • Room dimensions and ceiling heights • Sound pressure levels • If zone paging, the zone number • Paging only, or paging with music																							
	Dime	Area 1 SPL Area 2 SPL Dimensions Dimensions						Area 3 SPL Area Dimensions Dime							Area 4 SPL Area 5 Dimensions Dimensions									
	Ceiling Height Zone # Page only Page/Music					Zone #		nly		Ceiling Height Zone # Page only Page/Music						Ceiling Height Zone # Page only Page/Music					Zone # Page only Page/Music			
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