

CALPIA Number: _____

Date: _____

Communication Center Plan Check

■ Please note that completion of this form is intent to purchase. CALPIA will charge for work that does not result in a purchase order ■

Agency: _____

Project Name: _____

Address: _____

Address: _____

City: _____ Zip: _____

City: _____ Zip: _____

Agency Contact: _____

Site Contact: _____

Phone: _____ Fax: _____

Phone: _____ Fax: _____

e-mail: _____

e-mail: _____

Estimated Occupancy Date: _____

No. of Workstations: _____

Proposed Install Date: _____

This form must be completed prior to project start up!

The following information is required prior to project start up.

☐ Plans reviewed for spatial/layout problems

☐ Ceiling height:

Finishes - Please indicate color choices

Panel Fabric: _____

Panel Laminate: _____

Panel Glass: ☐ Clear ☐ Smoke ☐ Rain

Do you want Pedestals with seats? (Actual seat is black vinyl)

☐ Yes ☐ No

(If yes then what color are the pedestals?)

System Components/Trim:

☐ Stone (Lt. Grey) ☐ Slate (Dk. Grey) ☐ Carbon (Black) ☐ Sand (Vanilla)

Worksurface Laminate/T-Molding:

☐ Folkstone/Folkstone

☐ Stone Grafix/Birch

☐ Birch/Birch

☐ Stone Grafix/Contract Grey

☐ Natural Canvas/Pumice

☐ Folkstone Grafix/Folkstone

☐ Crayon/Birch

☐ Earthwash/Contract Grey

☐ Crayon/Folkstone

☐ Maple/Birch

☐ Cherry/Black

☐ ESD Laminate

☐ Custom Lam/T-Mold (specify)

(Patterns other than standard selection require a minimum 90 days lead time)

ESD laminate is only offered in six colors: Almond Beige, Black, White, Graystone, Gray. Split T-moulding from work surface.

Laminate: _____

T-Mold: _____

Please complete the following questions

Does the building have:

☐ Carpet ☐ Tile/Linoleum Floors

Are pedestal configurations noted?

☐ Yes ☐ No

Is the project site occupied?

☐ Yes ☐ No

Is this new construction?

☐ Yes ☐ No

Is the lease signed?

☐ Yes ☐ No Date: _____

Any special key/lock requirements?

☐ Yes ☐ No (All individual workstation components will be keyed alike unless otherwise specified on the drawing)

Is there a "phased" occupancy?

☐ Yes ☐ No

Please Specify:

Will weekend or off-hours installation be required?

☐ Yes ☐ No

Please Specify:

