



SITE SURVEY (PG 1 OF 2)

**TRANSPORTATION & DELIVERY QUESTIONNAIRE
(REQUIRED FOR SHIPPING & DELIVERY QUOTES)**

DATE SUBMITTED: _____ SALES REP: _____

REQUESTED DELIVERY DATE (WEEK OF): _____

REQUESTED/PREFERRED DELIVERY DAY (S) _____

DELIVERY SITE IS UNDER CONSTRUCTION/RENOVATION: YES _____ NO _____

IF UNDER CONSTRUCTION OR RENOVATION ESTIMATED COMPLETION DATE: _____

SPECIAL INSTRUCTIONS: _____

DELIVERY LOCATION NAME: _____

DELIVERY LOCATION STREET ADDRESS: _____

CITY/STATE/ZIP CODE: _____

MAJOR CROSS STREETS/LAND MARKS: _____

CONTACT NAME & PHONE: _____

PERSON WHO WILL INSPECT EQUIPMENT UPON ARRIVAL: _____

POSITION: _____ PHONE: _____ EXT: _____

CORP OFFICE CONTACT NAME: _____

DELIVERY LOCATION BUILDING ACCESS DETAILS & RESTRICTIONS:

TYPE OF DELIVERY: 1) DOCK TO DOCK ___ 2) DOCK W/ INSIDE DELIVERY (NO INSTALL) ___

3) DELIVERY W/ SET UP & INSTALLATION ___ 4) LOADING ZONE AREA: YES ___ NO ___

5) ACCESS AREAS: FRONT OF BLDG ___ SIDE OF BLDG ___ REAR OF BLDG ___

6) DELIVERY AREA SUITABLE FOR 53FT. TRUCK : YES ___ NO ___

7) DISTANCE FROM TRUCK TO ACCESS DOORS: _____



SITE SURVEY (PG 2 OF 2)

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DELIVERY LOCATION NAME: _____

DELIVERY LOCATION BUILDING ACCESS DETAILS & RESTRICTIONS (CONTINUED):

8) MEASUREMENTS OF DOORS INTERIOR & EXTERIOR

8a) SINGLE DOORS: (YES/NO)_____ SIZE: HT____ WIDTH____ HOW MANY:_____

8b) DOUBLE DOORS:(YES/NO)_____ SIZE: HT____ WIDTH____ HOW MANY:_____

9) HALLWAYS: (YES/NO)_____ WIDTH OF HALLWAYS_____

10) STAIRS UP: (YES/NO)_____ HOW MANY_____ HOW WIDE_____ SHARP TURNS_____

11)STAIRS DOWN:(YES/NO)_____ HOW MANY_____ HOW WIDE_____ SHARP TURNS_____

12) IS THERE AN ELEVATOR AVAILABLE? (YES/NO)_____ W_____ H_____ D_____

13) OTHER POSSIBLE OBSTRUCTIONS:

NARROW TURNS: (YES/NO)_____ HOW MANY_____ HOW WIDE_____

WALL RAILINGS: (YES/NO)_____ HOW MANY_____ HOW WIDE_____

NARROW LANDINGS:(YES/NO)_____ HOW MANY_____ HOW WIDE_____

14) OTHER DELIVERY RESTRICTIONS, INSTRUCTIONS, NOTES:

SIGNATURE_____ DATE_____

PRINT NAME & TITLE_____ PHN_____

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