Site survey conducted by: Enter Representative Name Date: Click or tap to enter a date.

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| **1. Customer Installation Location:** |
| 1a. Where will the StarBox be installed?  Company Name: Enter Company Name Street Address: Enter Address Suite/Floor: Enter Suite/Floor City, State, Zip: Click or tap here to enter text. Time Zone: Choose Time Zone1b. Customer Contact ?  Name: Enter Name Email: Enter Email Address Tel. #: Enter Phone #1c. Customer IT Contact ? IT Contact Name: Enter Contact Name Tel. #: Enter Phone # IT Contact Email Address: Enter Email Address IT Company Name: Enter Company Name |

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| **2. Customer Internet Service Provider Information:** |
| 2a. How many Internet circuits does the customer have? Enter Number 2a1. Name of Internet Circuit provider (s): Circuit 1 Enter Provider , Circuit 2 Enter Provider, Other Enter Provider(s) 2a2. What type of Internet circuit(s) are they? (Cable, DSL, T1, Fiber)  Circuit 1 Enter Type, Circuit 2 Enter Type, Other Enter Type(s) 2a3: What type of ISP CPE device is being used? (Cbl/DSL Modem, T1 Router, Fiber ONT, Adtran) Circuit 1 Enter Type, Circuit 2 Enter Type, Other Enter Type(s) 2a4. What is the IP scheme for each (Dynamic/DHCP, Static, or PPPoE?) ? Circuit 1 Enter Scheme, Circuit 2 Enter Scheme, Other Enter Scheme(s)2b How many Public IP’s does the customer have for each Circuit? Circuit 1# , Circuit 2 #, Other # 2b2. How many IPs are currently in use: Circuit 1 # , Circuit 2 #, Other # 2b3. What are the multiple IPs used for: List Devices2d. SNA Testing: 2d1. Will you be running SNA tests on (Y / N): Circuit 1 Y/N?, Circuit 2 Y/N?, Other Y/N? 2e. Will the Starbox be configured for Dual-WAN Failover? Y/N?  |

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| **3. Customer WAN Information / Internet Address (Primary)** |
| 3a. If Static IPs, Please Provide the following: Existing Public WAN IP / IP Range: Enter IP/Range Existing Public WAN Subnet: Enter Subnet Existing Public WAN Gateway: Enter Gateway IP Existing ISP DNS Servers: Enter Primary DNS IP & Enter Alternate DNS IP3b. **Primary IP Address the Starbox will be assigned: Failover IP Address to be configured** Public WAN IP: Enter IP Public WAN IP: Enter IP Public WAN Subnet: Enter Subnet Public WAN Subnet: Enter Subnet Public WAN Gateway: Enter Gateway IP Public WAN Gateway: Enter Gateway IP Public DNS Servers for Starbox: **4.2.2.2 & 8.8.8.** Public DNS Servers for Starbox: **4.2.2.2 & 8.8.8.8**3b1. **Is Failover WAN Circuit using PPPoE?** Y/N?3c. If PPPoE login required, Please provide the following: PPPoE Username: Enter Primary Username PPPoE Username: Enter Failover Username PPPoE Password: Enter Primary Password PPPoE Password: Enter Failover Password |

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| **4. Customer Current WAN/LAN Configuration** |
| 4a. **Edge Devices:** 4a1: How many “Edge Devices” are currently in place on the customer’s internet circuit that the Starbox will be  connected to? Enter # Edge Devices(This includes Routers, Firewalls, VPN Devices, that are also connect to the customers internet connection device) 4a2. Do any or all of these devices require/have a Public IP Address? Y/N? Which One(s)? List Device(s) |

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| **4. Customer Current WAN/LAN Configuration (cont.)** |
| 4b. **VPN** 4b1. Does the customer currently utilize a VPN at this location? Y/N? 4b2. If Yes, what type (Site-to-Site or Remote Users)? Enter Type 4b3. If a physical device, What Make and Model is it? Enter Make/Model 4b4. If Software only, Which device is providing this service? Enter Device 4b5. Who is responsible for the configuration, management and maintenance of the VPN? Enter Info4c. **Router** 4c1. What type of router is currently being used at the customer site? Enter Make/Model 4c2. Who is responsible for managing this device? Enter Info 4c3. Will this person be available (on-site) during the S2S installation? Y/N? If not, will they be available remotely to make any necessary changes? Y/N? 4c4. Total Number of ports on device? # Ports, Total number currently available? # Available4d. **Switches (Existing Customer Owned)** 4d1. How many switches are currently onsite? # Switches? How are they connected? Enter Info 4d2. For each switch, list make, model, total ports, and number of ports available: Enter Switch Info 4d3. Will these switches be used with the star2star implementation? Y/N? If so, Who will be responsible for configuring these switches? Enter Info 4d4. If there are multiple switches with differing port counts, please indicate which one should be designated as the Master Switch (with make, model, total number of ports)? Enter Switch Info |

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| **4. Customer Current WAN/LAN Configuration (cont.)** |
| 4e. **Physical LAN Network** 4e1. Will the customer be using separate physical networks for Voice and Data? Y/N? 4e2. Are all the network drops in the office to be used for voice devices, configured with CAT-5, 568b certified Ethernet  Wiring or better? Y/N? 4e3. Are all Wall/workstation Ethernet jacks clearly identified and labeled? Y/N? 4e4. Are all the network drops properly labeled in the network closet/server room, identifying where they are going? Y/N? 4e5. How many Fax devices are located on the customer network? Enter #, Describe: Describe Fax Devices 4e6. Are the Fax Machines currently connected to a traditional Analog Telephone Line? Y/N?1. Will these be migrated to the Star2Star Fax Classic? Y/N?

 4e7. Are the PC’s Stand–Alone or Thin Clients? Enter Info 4e8. Is the customer using a Wireless Network? Y/N? Describe the wireless network: Describe network Who is responsible for managing the wireless devices and connectivity? Enter Info4f. **Hosted Servers/Services** 4f1. Does the customer have any servers/services running on their internal network that needs to be accessed from outside  their network, and if so, please list what they are: (IE Web server, Mail Server etc.) Enter Server/Service Info |

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| **5. Network/Telco/Server Room** |
| 5a. Does the customer only have a single room for network equipment or Multiple Rooms? Number of Rooms 5a1. Does the multiple connectivity span multiple buildings or Floors? Enter Info5b. Where is the primary Network/Telco/Cable room(s) located? Enter Location(s) 5b1. Is this room the primary Demarc for all externally provided services (Internet, Telco)? Y/N?5c. Who has access to this room, who will grant the On-Site Technician access to it? Enter Info5d. Where will the Starbox be installed (**Table / Shelf / Rack / Wall Mount)**? Enter Install Location5e. Does this room have adequate cooling and airflow to accommodate the Starbox, Switch & UPS? Y/N? |

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| **6. Customer Paging Requirements** |
| **Customer may have existing overhead paging. Please review and record the installed system.**6a. Is an overhead pager currently in use by the customer? Y/N?6b. If yes, identify the Pager/Amplifier Make and Model: Enter Make/Model6c. Is the paging equipment located in the primary network closet or a different location? Enter Location6d. What interface is the paging device using? (Tip/Ring or Mono Ohm Signal) Enter Interface6e What does the paging currently use to interface with the current phone system? Describe Interface**Note: If an external Music on Hold device was being used with the existing paging system, it will no longer be needed. Music on Hold is a built feature with the Star2Star system and no external interface needed.** |

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| **7. Power Requirements** |
| **Devices & System:**7a. Does the customer’s network closet already have a UPS system protecting their data equipment? Y/N?**Note: Star2Star recommends that all phone service related equipment be placed on the UPS system shipped with the order to prevent damage to these devices and to provide continuous phone service during short term power outages.**7b. Are there enough AC power outlets available to plug in the new devices in the network closet? Y/N?7c. Are the AC power outlets easily accessible? Y/N?7d. Is there a level and clear spot to place a new UPS, If required? Y/N?**Phones:**7e. Will the phones be connected to Star2Star provided **Power over Ethernet** (PoE) Switch(s) or will some/all require external  AC Adapters? Describe Power Situation7f. If using AC adapters, are AC power outlets accessible at each planned phone location? Y/N? |

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| **8. Existing Phone System** |
| 8a. What type of phone system is the customer currently using? (POTS, Toshiba, NEC, Avaya, Shortel, Nortel, etc.) Enter Make/Model8b. What is the model(s) of the existing Phones? Enter Model(s)8c. If Star2Star will be adopting their existing phones, What is the Administrative Password to access the advanced phone Settings? Enter Password8d. What kind of cabling do the phones currently utilize? Describe Cabling |

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| **9. Infrastructure Schematic / Drawings** |
| 9a. Please include a Diagram or sketch as a separate attachment of the floor plan of the office.  Each drawing must be detailed and complete according to the items listed below.  Upon completion, drawings will be submitted for final configuration of the Star2Star System.9b. A floor plan of the facility showing the following* The phone room / main network distribution facility location (MDF)
* The wiring closet(s) / intermediate network distribution facility (IDF)
* Diagram of current network device from Demarc to computer
* The Demarc of the MDF
* Wi-Fi Access Points
* Cat-5 Active or inactive jack locations
* Computer Locations
* Printer Locations
* Desk Locations
* Overhead Paging Speaker Locations
* Phone Locations - new
* Cat-5 cable runs (include distances if run during installation)

Build diagram on next page (or attach separate sheets) |

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| **9. Infrastructure Schematic / Drawings (cont.)** |
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| **10. Photo Checklist** |
| Note: The photos of equipment should include an up close view for identification and a location view to aid in troubleshooting.10a. **Network Photos:*** T1/DSL Demarcation Point
* Cable / DSL Modem (include front and rear photos)
* All Distribution Switches
* All Other Network Equipment
* UPS
* All Access Point Locations
* Fiber Connections (if applicable)
* PoE devices (if applicable)
* Antennas

10b. **Racks:*** Rack Location
* Equipment Racks(s)
* All walls in the room

10c. **Wiring Closets:*** Existing wiring blocks (if applicable)
* Cross connection locations
* Desk or location phones will be placed
* Jack to be used to connect phone

**TECHNICAL COMMENTSD AND CONCERNS:** Fill in the fields below to summarize the Broadband Internet Solutions installation including information on any possible concerns, technical issues, property issues, or items that may cause future problems. COMMENTS: Enter Comments |

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| **11. Customer Sign-off** |
| 11a. **Customer Information:** 11a1. **Business Contact Name:** Enter Contact Name 11a2. **Date(s) of Service:** Enter Date(s) 11a3. **Technician’s Name:** Enter Technician Name11b. **Work Description:** Survey of customer site, photograph of equipment/site, and capture of site information**Time on-site Start:** Enter Time **Time on-site Finish:** Enter Time11c. **Technician Recommendations:** Enter Recommendations============================================================================================= **By signing this form, I as a company representative of the customer acknowledge receipt of the above items and agree the work performed was completed and to our satisfaction.** **Customer Signature:** Digital Signature **Date:** Today’s Date **Customer Comments:** Enter Comments |