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| **Project Information:** |
| Project Name:  |  | Installation Target Date: |
| Client Contact Details:(Name/ Tel/ Email) |  |
| Project Address: |  |
| Name on Building or on signpost: |  |
| Is the location a construction site? | Yes / No |
| Style/ Number of Pods: |  |
| Delivery Method to Site: |  |
| **Parking/ Unloading Information:** |
| Is there parking available? | Yes | No |
| Are there any restrictions in place? (Size of vehicle access/ parking fees/ time limits/ etc) |
| What is the distance from where vehicles can be parked for unloading to actual assembly site? |
| Is there level access from outside to inside building? (Can Nooks be wheeled inside?) | Yes | No |
| Details if No: |
| Is the installation site on the ground floor? | Yes | No |
| Details if No: |
| Are there any potential obstacles such as narrow/ low doorways or tight corner turns? | Yes | No |
| Details if Yes: |

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| **Site Information** |
| What time can the installation team gain access to the site from?  |  |
| What time can the team work on site until? |  |
| Are there any times when the team will need to halt work during installation? | Yes | No |
| Details if Yes: |
| Nook Pod assembly uses cordless power tools, are there any noise restrictions? | Yes | No |
| Details if Yes: |
| Is there space to lay out Nook components during assembly? | Yes | No |
| Is the work area able to be avoided by staff/ visitors/ clients/ pupils during assembly? | Yes | No |
| Details if No: |
| Nook Pods require an electrical socket to plug in, are there sockets in place where it is to be placed?  | Yes | No |
| IF POSSIBLE, Please provide a floor plan and/ or photos of the area where you would like the Nook Pods installing  |
| Are there any other factors that may affect our ability to carry out installation of your Nook Pods? |

Please be aware that if our installation team arrive on site and are unable to carry out installation as planned additional charges may be incurred.