

# WESTCOAST SITE SURVEY



This document assesses your business location's suitability for Westcoast Cloud Voice.

SURVEY CONDUCTED FOR			
Company			
Address			
Date			
Start time		End time	

SURVEY CONDUCTED FOR	
Company/technician name	
Installation location number	

**Please note:** If multiple locations have been indicated for installation, a site survey will be required for each individual site to ensure a proper installation.

IT NETWORK OWNERSHIP – please detail the individual or group responsible for site IT/network requirements			
Company name		Contact name	
Office phone number		Mobile number	
Email address			

INTERNET CONNECTIVITY
1. Please provide your internet service provider name.
2. How many internet connections in place?
3. What type of internet connection(s) – DSL, fibre, wireless etc – are in place?
4. What are the average upload/download speed(s) measured through a speed test?
5. For businesses with multiple connections, is circuit failover manual or automatic?

LOCAL AREA NETWORK CONFIGURATION			
What internet router is being used?			
What phone system is currently in place?			
What firewall do you have in place?			
Have Westcoast Cloud Voice firewall settings been applied?	Yes	No	
Is the circuit using dynamic/DHCP to obtain IP addresses?	Yes	No	
Is the same LAN used for data and voice?	Yes	No	
Are the existing phones connected to a VLAN?	Yes	No	If yes, what is the VLAN ID number?
Will this site require a live switch or is there sufficient cabling?			
Are there switches for each new phone to connect with?	Yes	No	
Are these switches powered over ethernet or standard?			
POE port status confirmation (# of live POE ports)			
How many AC adapters will be required for inactive POE switches?			
Are there fax machines on the customer site?	Yes	No	

## COMMENTS AND FEEDBACK

## SITE SURVEY TECHNICAL RECOMMENDATIONS (IF ANY)