

Cisco MC3810 Multiservice Concentrator Site Preparation Checklist

Version 2.0

The information requested in this Site Preparation Checklist is needed to ensure a successful installation at your site. Please make sure that all pre-installation requirements in this document and any accompanying site preparation summary are performed. Then complete this checklist and return it to Cisco Systems.

The Network or Project manager should fill out the Site Preparation Checklist. This manager will be the main contact and should be either the configuration developer or the manager overseeing the configuration developer. After you complete this checklist, please fax it to Cisco Systems.

- **Complete one checklist for each chassis to be installed.**
- Fax the completed checklist to Cisco Systems at 408 526-7550 at least **five working days** before the scheduled installation (**seven working days** for installations outside the USA). Scheduling is based on the availability of On-Site Services (OSS) staff; installation outside of business hours (0800 to 1700 local time) will incur an additional charge.
- If you have installation-specific questions, contact On-Site Services (OSS) at 800 829-2447 or 408 526-8748
- **Installation date and time will be based upon availability.**

Company Name _____

Installation Request Date Option 1 (month/day/year) ____/____/____ Option 2 ____/____/____
Option 3 ____/____/____

Customer Purchase Order Number (Attach Cisco Invoice Copy) _____

Installation Site Address _____

Installation Contacts and Chassis Information

Network or Project Manager Contact _____

Telephone Number _____ Pager Number _____

Site Contact _____

Telephone Number _____ Pager Number _____

Site Modem Telephone Number (within 25 feet [7.6m] of router) _____

Site Voice Telephone Number _____

Chassis Type/Model _____

Software Configuration Information

Configuring the software is the customer's responsibility unless other arrangements have been made. If you need assistance, please consult with your sales representative.