

## Networking & Pre-Installation Form

Customer Name: LLPS, Inc.

Equipment to be installed:

Make

Konica Minolta

Model

Bizhub 950i

Network drop and cable available on site?

Yes

No

Power requirements reviewed?

Yes

No

(Some equipment requires a dedicated 20A outlet and will NOT plug into a normal wall outlet. Examples on back.)

Are there any steps or obstacles that will require (special delivery)?

Yes

No

(Additional delivery personnel and/or special delivery equipment will incur additional delivery charges. i.e. escalera (stair climber))

Special Instructions

There is a shipping dock. Door is about 45" wide. Might need lift gate to lower to dock or ground.

Requested install Day & Time (am/pm): 1 pm.

Name of key operator(s) for training.

(General operations & troubleshooting.)

Name

Phone

E-mail

Michael Bishop 517-321-4144

michaelb@LLPSinc.com

Name of IT Contact/Company

Name

Phone

E-mail

Jeremy Leonard - jleonard@sentinel.com

## Network/Printing/Scanning

(Please circle one)

If 3rd party IT is used it is requested that they are onsite for the install.

If they are not onsite there could be additional install and setup fees.

Who is installing print drivers?

Customer's IT

NBE Technician

Print drivers will be installed on:

Server

Individual Workstations

Do you have a server? Yes No

How many? \_\_\_\_\_

Does network scanning need to be configured?

Yes

No

Who is installing scan options?

Customer's IT

NBE Technician

Type of network scanning: Scan to Email

Scan to Folder on Workstation

Scan to Server

(Additional information may be required, i.e. admin credentials)

Do you have an email address for the machine?

Yes

No

(In order for scan to email to be utilized, an email account for the machine is needed.)

NBE uses a generic Gmail account in order to test this function on setup, it is recommended that the customer create or provide a specific unique Gmail or other email address & password for the machine.

(NBE can create a specific Gmail address for an additional charge.)

Professional Service Required?

Yes

No

Special Instructions

For additional training and set up, other additional charges may apply.

(i.e. Account Track/Authentication, PaperCut, 4+ scan to folder location setup, customized scanning solutions, EFI Fiery training)

### FM Audit Installation

(Used for automatic meter collection & equipment monitoring)

Requires Windows Server 2008 or newer.

Name of server:

Location:

(A windows 10 desktop that is powered on 24/7 may be used; however, because of windows updates and other software running it may stop reporting.)

(Re-install of FM Audit will be a billable service call.)

(\*FM Audit CANNOT be installed on Mac OS or Laptop computers.)

### Paperwork

Who will be signing lease/service paperwork: Joseph or Justin Fata / Michael Bishop

Will they be onsite during delivery & install:

Yes

No

If not, when can they sign beforehand?

Completed by:

Michael Bishop

Date:

10/31/23

15 Amp



20 Amp



(For c650i, c659, c750i, and 808;  
958 requires 220v)