



## Assign a company contact person for each of your locations.

Ideally, a company contact should:

1. Know the site well.
  2. Have access to the building and telecom room.
  3. Have the ability to grant access to our technicians, including visitor badges.
  4. Be able to make decisions regarding site readiness.
  5. Be able to commit to a “ready date” to have the site prepped and ready for turn-up.
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## Please confirm the following contact details for each contact person:

- ✓ First and Last Name
  - ✓ Email address
  - ✓ Mobile phone number
  - ✓ Phone number at local site
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## Timeline:

The following items must be completed before a Site Survey can be scheduled:

- Customer must provide contact information for primary and secondary contact persons with whom Field Technicians from LOGIX Fiber Networks or a third-party vendor may speak regarding scheduling, building access, and problem resolution.
  - For non-owned (leased) buildings, Customer should identify a building engineer who may be responsible for any facility work or approvals.
  - Customer should identify an electrician to expedite implementation of any Customer-provided work.
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