Network Connectivity Form

Contact Information:

Company Name: ___________________________ Address: ___________________________
Main Contact: ___________________________ Main Phone #: ___________________________
IT Contact: ___________________________ IT Phone #: ___________________________
Sales Rep: ___________________________ Machine Type: ___________________________

Network Environment:

Printer Auditing Requirements

☐ fmaudit® ☐ # OF PRINTERS TO BE COMPLETED BY SALES REP.

Hardware Requirements

All need to be done:

Wiring: □ Electrical Outlet □ Fax Line □ Printer Conn. (Cat5/6, USB, etc.) □ Wireless

Software Requirements

Select all that apply for Device(s) Installed:

Server Environment:

☐ Windows Server □ No Server □ Unix/Linux □ Novell
☐ Domain □ No Domain □ Windows Peer to Peer □ LDAP

Workstations Drivers:

# of Windows PC’s ___________________________ # of Macs ___________________________

Note: Basic install includes 5 workstations only (Drivers & Scans)

Special Applications:

Please Explain: ________________________________________________________________

Installation Expectations:

☐ Network Printing □ Network Faxing □ Twain Scanning
☐ Scan to File (SMB) □ Scan to Email □ Scan to File (FTP)
☐ Fax Forward to File □ Fax Forward to Email □ Address Book Entry
Other: ________________________________________________________________

TCP/IP Settings:

Device IP Address______________________ Subnet ___________ Gateway________________

Note: If more than 1 Device is being Installed, Provide All desired IP’s in the Back of sheet.

DNS Settings:

DNS 1 ___________________________ DNS 2 ___________________________ Domain Name________________

Device Email Settings:

SMTP Server ___________________________ Auth. Email ___________________________ Password________________
SMTP Port:______________________ Encryption: ☐ TLS □ SSL □ NONE

POWER REQUIREMENTS: Has electrical been done? □ Yes □ No 120V AC 60HZ 20A

IR5250, IR5255, IR6255, IR6265, IR6275 MUST BE 20AMP DEDICATED
Copiers over 75CPM require special 220V

For anything else not mentioned on Form Please contact: Delta I.T / Service Dept. (954) 885-0102

Miramar Location: 2861 Corporate Way Miramar, FL 33025
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