

JRC Inc Systems Startup Request

JOB NAME: _____

JOBSITE ADDRESS: _____

SITE CONTACT: _____ **PHONE NUMBER:** _____

PPE REQUIREMENTS: Hard Hat, Safety Glasses, High Visibility Vest, Protective Footwear

OTHER NOTES OR REQUIREMENTS: _____

IS YOUR SYSTEM READY??

DO NOT energize equipment prior to startup without consulting JRC. Manufacturers will not be held liable for any damage caused by not following instructions. Failure to adhere to these instructions and manufacturer's instructions may void factory warranty. If the following items are not complete, note reasons and expected completion date(s).

- All relays/dimmers installed, if applicable.
- All switches installed, if applicable.
- All sensors installed, if applicable.
- Correct cable used per Manufacturers recommendation, if applicable.
- All data connections wired per shop drawings &/or control schedule on plans and specifications.
- All terminations (data & line voltage) completed and verified.
- All dirt and debris removed from equipment.
- All equipment is accessible.
- Have all Manufacturer Specific System Installation Checklist(s) been completed?

Check all that apply and attach the checklist(s) to this form when submitting your request:

- Fresco LC&D/BlueBox nLight Air nLight Stand Alone nLight Networked
- EchoFlex ETC Lumenpulse Nexlight Other: _____

(If checklist(s) have not been completed, note reason(s) below. Checklist(s) must be completed prior to startup.)

Notes: _____

Programming/Startup Request

Allow for 2 weeks advance notice prior to programming. Contact project manager at JRC Inc. to schedule programming/startup. **Only one** session will be conducted (unless otherwise negotiated.) Return trips due to project not being ready for programming/startup will result in additional charges.

- I would like to schedule startup for: (1st choice): _____
- I would like to schedule startup for: (2nd choice): _____

ASAP is NOT ACCEPTABLE and will result in this form being returned with no scheduled date!

Training Request

Allow for 2 weeks advance notice prior to training. Contact your project manager at JRC Inc. to schedule training. Training can be provided the same day as programming if feasible. **Only one** session will be conducted (unless otherwise negotiated.) It is the responsibility of the installing contractor to ensure all appropriate people are invited to attend training. Return trips due to project not being ready for training will result in additional charges.

- I would like to schedule Training at the same time as startup.
- I would like to schedule Training for a later date: _____

DISTRIBUTOR: _____ **PHONE:** _____

ELECTRICAL CONTRACTOR: _____

PROJECT FOREMAN: _____ **PHONE:** _____

SIGNATURE: _____ **DATE:** _____

I hereby certify that all conditions have been met to proceed with startup and training and that the installation is complete, or will be complete, by the requested date above. **I also understand that additional charges will be incurred for additional site visits due to unprepared jobsite or lack of correct personnel available for training.**