

### Questionnaire for the introduction and assembly of optical benches

In order to create a precise offer for the installation and construction of your optical bench, we need precise information regarding the trafficability and the expected barriers in front of and in the building or the installation site.

Please take enough time and a suitable measuring instrument to measure and describe the events precisely. Please start at the driveway or at the location on the building that a van with a trailer measuring 5.5 m x 2.1 m x 3 m can reach.

If you are unsure about anything, please call or send us photos. We make every effort to provide an accurate quotation and to be as prepared as possible. The more precise our preliminary information is, the smoother the process will be.

We regard your information as binding. If there are deviations from the actual stock, it may not be possible to bring in or set up. Any expenses and additional expenses incurred will be charged accordingly. In the event that you wish to make an appointment with us to personally evaluate the events on site, this is certainly possible for a fee.

1. Name and address of the institution (if you are moving, please describe both institutions)
2. The object to move
  - manufacturer of the object
  - Dimensions of the object (plate)
  - Hole pattern and thread in metric or imperial (e.g. 25 x 25 mm M6)
  - Type of base (e.g. vibration dampened by air)
  - Dimensions of the base
3. The building (if you are moving, please describe both buildings)
  - Type of floor covering in front of the building (e.g. pavement, cobblestones, gravel, asphalt, etc., if the surface is different, please state the most uneven surface)
  - Are there steps or other heights to bridge to get into the building?  
(please indicate the number of steps and the heights, a photo of the obstacle is often helpful)
  - Floor covering in the building (please indicate all floor coverings on the way to the installation site)
  - Widths and heights of the passages and doors up to the installation site (please state the narrowest and lowest opening)
  - Floor area and height of the available elevator (if the installation site floor is not the same as the drop-in floor)
4. The place of installation
  - Ceiling height at the installation site
  - Usable work surface for installation at the installation site (a dimensioned sketch is advantageous)
  - Compressed air connection available for the subframe?
5. Particularities (if the questions answered so far have not yet dealt with all the necessary aspects, please state them, e.g. no elevator available but installation location on a different floor than the arrival floor)