

First, Last (Owner)

Signature



Date



MERCHANT SITE SURVEY (Restaurant)

Business Information

Business name \_\_\_\_\_

Business address \_\_\_\_\_

Business telephone \_\_\_\_\_

Business type (delivery, table service, quick service etc) \_\_\_\_\_

If using table service, they need to give you a table plan, count, layout (seats per table, etc)? \_\_\_\_\_

Have you received the table plan?  Yes  No

Do they have an up-to-date menu (.csv, .xls (preferred), or PDF)?  Yes  No

Do they serve anything not on the menu? Catering? Bar?  Yes  No

If yes, can they provide a list with all missing items?  Yes  No

Have you received the list?  Yes  No

Do any of the menu items have special modifiers?  Yes  No

Have you received the list?  Yes  No

Do they have any coupons or gift cards in circulation?  Yes  No

Have you received the list?  Yes  No

Do they currently have a POS system in place?  Yes  No

What is the POS company's name? \_\_\_\_\_

How many staff members will be on the floor at any given time? List? Last 4 or code to be used? \_\_\_\_\_

How many staff members will use the POS? \_\_\_\_\_

How many POS terminals will they need? (Dejavoo devices and/or registers, or both) \_\_\_\_\_

How many additional tablets or Dejavoo devices will they need? \_\_\_\_\_

Do they have a WiFi router in place? Quality? Interferences?  Yes  No \_\_\_\_\_

Do they offer WiFi to their customers?  Yes  No

If YES, is the WiFi network separate from the POS (ie, guest WiFi network)? \_\_\_\_\_

How many printers will they need (receipt & kitchen)? Receipt \_\_\_\_\_ Kitchen \_\_\_\_\_

Special notes \_\_\_\_\_

**Business Information continued...**

Do they have pre-existing Cat5e cabling?  Yes  No

If no, what date will the cabling be done? \_\_\_\_\_

Number of power outlets needed? \_\_\_\_\_

Do they have the necessary number of outlets available?  Yes  No

Is there someone on staff that knows and is in charge of networking?  Yes  No

If NO, can they get one for day of install? \_\_\_\_\_

Is this a new business?  Yes  No

Final installation date \_\_\_\_\_

Servers/Employees?                      Yes              No              If YES, how many?      Qty \_\_\_\_\_

**Server 1**

First name \_\_\_\_\_ Last name \_\_\_\_\_

T: \_\_\_\_\_ E: \_\_\_\_\_

4-digit pass code \_\_\_\_\_ Role \_\_\_\_\_

**Server 2**

First name \_\_\_\_\_ Last name \_\_\_\_\_

T: \_\_\_\_\_ E: \_\_\_\_\_

4-digit pass code \_\_\_\_\_ Role \_\_\_\_\_

**Server 3**

First name \_\_\_\_\_ Last name \_\_\_\_\_

T: \_\_\_\_\_ E: \_\_\_\_\_

4-digit pass code \_\_\_\_\_ Role \_\_\_\_\_

**Server 4**

First name \_\_\_\_\_ Last name \_\_\_\_\_

T: \_\_\_\_\_ E: \_\_\_\_\_

4-digit pass code \_\_\_\_\_ Role \_\_\_\_\_

**Please note:** if you have more than 4 Servers, please reprint this page as many times as needed.