

**WESSEX LABELS**  
**LABELIT INSTALLATION INFORMATION**

Please can you complete the following information allowing our IT engineers' to tailor your installation for your individual company requirements.

**Section 1. Computer Details**

How many computers will you need labelit installed on?

Are these machines stand-alone or on a network?

Stand-alone     Network

***If you need a network installation please go to section 3, otherwise please go to section 2.  
If you require a stand-alone and network installation please complete all sections below.***

**Section 2. Computer Specifications**

Please state the operating system for your stand alone machine, ie *Windows XP*

If you have more than one computer which needs an installation, do any of these machines have different operating systems?

Yes     No

If so, which operating systems?

Does your computer have a working CD/DVD Drive?

Yes     No

Does your computer have a working Floppy Disk Drive ?

Yes     No

Does your computer have an LPT Port ?

Yes     No

(A standard printing port found on the back of the computer)

Which printer will labelit need to be set up for?

Make

Model

Is this printer all ready installed?

Yes     No

Do the computers that require labelit have constant internet access or access via a network?

Yes     No

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**Section 3. Network Specifications**

Please state the operating system for your server, ie *Windows Server 2003*

Does the Network have constant internet access?

Yes     No

Do you have permissions to install onto your server

Yes     No

Does your server have a working CD/DVD Drive  Yes  No

Does your server have a working Floppy Disk Drive  Yes  No

Does the network have/or be able to create a separate partition/Drive to enable the network facilities of Labelit?  Yes  No

Are all client machines that require Labelit running the same Operating System?  Yes  No

How Many Client machines Require Labelit?

Which printer will labelit need to be set up for? Make

Model

Are the printers networked to the server?  Yes  No

Is this printer all ready installed?  Yes  No

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### Installation Information

***Please be aware that Wessex labels will wait a maximum of half an hour from a booked installation. If the appointment is not met you may be charged for a secondary call out unless notified 48 hours before the appointment. We will send confirmation of your installation date and time which will require a signature for us to proceed.***

Installation address (if different to account address)

Telephone

Mobile

Preferred installation Dates

Preferred Installation Times

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### Declaration

***I believe all the above information to be true at the time of writing and understand that I must inform Wessex labels of any changes either in writing or verbally no later than 48 hours prior to the installation date. In failing to provide this information I understand I may be liable to a reinstallation fee for failing to a) provide correct computer information, or b) failing to attend an installation appointment arranged by Wessex labels and agreed by myself.***

Signed.....

Date