



# ACCESS CONTROL SYSTEM DOOR PLANNING WORKSHEET

In order to install the proper locking hardware, answers to the following questions are essential. Please fill these out and fax them to your System Specialist. (Reference ANSI/NFPA101 Life Safety Code when installing locking products.)

<b>DOOR NAME</b> _____		<b>DOOR LOCATION</b> _____			
<b>DOOR OPERATIONS</b> (CIRCLE)					
EMPLOYEE	VISITOR	EMPLOYEES/VISITOR	FIRE EXIT	OTHER	
<b>DOOR TYPE</b> (CIRCLE)					
SINGLE	DOUBLE	IN-SWING	OUT-SWING	MEDIUM HEIGHT TURNSTILE	
FULL HEIGHT TURNSTILE		OPTICAL TURNSTILE		PARKING GATE	OTHER _____
<b>DOOR MATERIAL</b> (CIRCLE)					
WOOD	METAL	NONE	OTHER _____		
<b>DOOR FRAME MATERIAL</b> (CIRCLE)					
WOOD	METAL	NONE	OTHER _____		
<b>MISC. DOOR INFO</b> (CIRCLE)					
EXTERIOR	INTERIOR	FIRE-RATED	REQUIRED FIRE EXIT	OTHER _____	
<b>EXISTING DOOR HARDWARE</b> (CIRCLE)					
MORTISE	KNOB SET	DEAD BOLT	MECHANICAL EXIT BAR	<i>DIMENSIONS</i> <i>LATCH PROJECTION 1/2 5/8 3/4</i> <i>OFFSET LATCH</i>	
<b>REQUIRED DOOR HARDWARE CHANGES:</b>					
_____					
<b>PROPOSED LOCK TYPE</b> (CIRCLE)					
MAGNETIC (SURFACE)		MAGNETIC(SHEAR)	ELECTRIC STRIKE	ELECTRIC LOCKSET	
OTHER		FINISH			
<i>VOLTAGE REQUIRMENTS -12VAC, 12VDC, 24VAC, 24VDC</i>					
<b>DOOR CONTACT</b> (CIRCLE)					
RECESSED		SURFACE	BUILT INTO LOCK	COLOR	
<b>REQUEST-TO-EXIT-DEVICE</b> (CIRCLE)					
MOTION SENSOR		PUSH-BUTTON	TOUCH SENSITIVE EXIT BAR	MECHANICAL EXIT BAR	
OTHER					
<b>PROPOSED READER TYPE</b> (CIRCLE)					
MAGNETIC STRIPE		WIEGAND	PROXIMITY	BAR CODE	BARIUM FERRITE
KEYPAD		OTHER _____			
<b>READER MOUNTING OPTIONS</b> (CIRCLE)					
FLUSH	SURFACE	INTERIOR	EXTERIOR	WEATHERIZED	
HANDICAPPED		OTHER _____			
READER MOUNTING SURFACE: BRICK/STINE      GLASS      PEDESTAL      OTHER _____					
<b>MISC. OPTIONS</b> (CIRCLE)					
LOCAL AUDIBLE ANNUNCIATOR		BRICK/STONE	GLASS	PEDESTAL	OTHER _____
<b>COMMENTS/DESCRIPTION OF OPERATION</b>					
_____					
_____					
_____					