

All interface installations must be scheduled in advance. Installations can be performed between the hours of 9am Central Time and 3pm Central Time, Monday through Friday, holidays excluded. Client may request emergency after-hours installations. Additional charges will apply.

The following information must be provided to Execu/Tech's installation department at least two business days prior to the scheduled installation. Please verify the accuracy of each item.

Property and Contact Information:

Property Name & Location			
Property Contact Name			
Property Contact Email		Property Contact Phone	
3 rd -Party Vendor Contact Name			
3 rd -Party Vendor Contact Email		3 rd -Party Vendor Contact Phone	
IT/Network Contact Name			
IT/Network Contact Email		IT/Network Contact Phone	

Installation Information:

IP address of computer where interface will be installed	
Remote Desktop Username (must have administrator permissions)	
Remote Desktop Password	
Location/Path to Execu/Tech Hotel Folder	
MAC Address for computer where Control LLPTS will be installed (See below)	
http://support.control.com/support/lodging-link/how-to-obtain-the-nic-hardware-address-mac	

Configuration Settings (where applicable):

Call Restrictions (Circle one)	credit card credit	cash credit	no credit
Posting Admin (dump) Master Folio Number for postings not from guest rooms			
Room number length (3 or 4) as set up in Execu/Suite:			
Hotel Companies (01, 02, etc.):			
Room Number Remapping – Send complete listing on separate page if applicable: example: Room 101 = Extension 7101			

Call Costing (if Execu/Tech is calculating calls and you purchased Call Accounting interface PLUS Call Costing):

Call pricing per minute:	Local \$____.____	Long Distance \$____.____	International \$____.____
Connection fee per call:	Local \$____.____	Long Distance \$____.____	International \$____.____
Toll free calls (800/877/888/866/855 codes) per minute: \$____.____		Charge for Directory Assistance: \$____.____	
Are all numbers within an area code local even if 10 digits are dialed? (answer Yes if you can dial both seven and ten digits such as 747-0581 and 850-747-0581) Circle one: YES NO If yes, enter all area codes that are local:			

Devices:

Each interface device must be listed or emulate one of the devices listed at <http://support.control.com/products/supported-gss-devices>. **Be specific.**

Device Class (example: Call Accounting)	Manufacturer (example: Hitachi)	Model(example: HCX 5400 CA)	DMM (example 653)	Serial/IP
1				
2				
3				
4				
5				
6				
7				
8				
9				

