

WICKS ORGAN COMPANY, HIGHLAND, ILLINOIS

SHOP SUPERINTENDENT QUESTIONNAIRE [Sales Director's report to Superintendent after Contract is signed] 6/2009

CUSTOMER NAME

CUSTOMER CITY & STATE

Opus No.

Please complete every applicable item. If you need more space, use other side. Sign and date at end of form.

Describe type of organ project.....[continue on back]

[1] Console Design. Number of Manuals..... Interior Design (letter)..... Exterior Design (number).....

Special Instructions.....[continue on back]

[2] Does Customer require layout drawings of the Console Interior for approval? [] Yes. Submit to whom for approval?
..... [] No.

[3] Supply Voltage.....and Phase.....

[4] Main Cable Length (to Relays) and Entry.....

Measured [] Yes, by..... [] No. How determined?.....

Chest Cables to Relay (length).....

Measured [] Yes, by..... [] No. How determined?.....

[5] Air Pipe Size and Entry.....

Main Blower Location(s).....

Need Enclosure(s) [] Yes. [] No. Need Intake Baffle(s) [] Yes. [] No. Need Exhaust Baffle(s) [] Yes. [] No.

Booster Blower Location..... Air Pipe entry.....

Need Enclosure [] Yes. [] No. Need Intake Baffle [] Yes. [] No. Need Exhaust Baffle [] Yes. [] No.

Blower Comments.....[continue on back]

[6] Wood Samples must be 2" x 4" minimum. Where do they go after job is built?.....

For Console exterior: [] enclosed and marked; [] I will provide on (date).....

For Console Interior: [] same as exterior; [] contrasting wood; [] separate sample selected by Customer:

[] enclosed and marked; [] I will provide on (date).....

For Casework: [] same as console exterior; [] enclosed and marked; [] I will provide on (date).....

Your comments about wood & finish.....[continue on back]

[7] On the job measurements (not blueprints): [] attached; [] previously submitted to.....

..... on (date).....; [] I will provide on (date).....

[8] Drawings of church building showing organ space & console location: [] attached; [] previously submitted to.....

..... on (date).....; [] I will provide on (date).....

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[9] If there are there any exposed Wood Pipes that need a stained finish, so they look similar to the Casework or Console, please list them..... and explain what is needed.....

[10] What is the smallest door size through which the organ parts must pass?.....

[11] Maximum area for Console: Height..... Width..... Depth.....

[12] Will the console back be visible? Yes. No. Will it be fully accessible? Yes. No. Please explain.....

[13] Metal Façade Pipes: Normal Finish . Painted Color..... Polished . Flamed Copper

Which ones?.....

Continued items from other side:

I understand that if I do not provide accurate information when needed and requested, Wicks will have to proceed using their records and the best information they have. I am responsible for any errors this causes.

Signature..... Date.....