**Tool: Location Survey**

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| **Location Survey:** | |
| Set Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Contact Person #1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Phone/Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Contact Person #2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Phone/Mobile: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Directions:  Parking:  Hours Available: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Washrooms: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Phone Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Equipment Access:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Location Lighting:**  What kind of natural lighting exists?  Skylights\_\_\_\_\_\_\_\_ Windows\_\_\_\_\_\_\_\_\_\_\_  Doors\_\_\_\_\_\_\_\_\_ Candlelight\_\_\_\_\_\_\_\_\_\_\_  What kind of artificial lights:  Fluorescent\_\_\_\_\_\_ Tungsten\_\_\_\_\_\_\_\_\_\_\_  Halogen\_\_\_\_\_\_\_\_  Is power available at Location? \_\_\_\_\_\_\_\_  Outlets: 2 prong: \_\_\_\_\_ 3 prong: \_\_\_\_\_\_\_  Is there enough light, or do you need more?  Lighting Notes: |
| **Location Camera**  Is there room to work?  To move the camera?  Where will the camera be pointing?  Camera notes: |
| **Location Sound**  Is it quiet or noisy?  Is there traffic? Music? Machinery?  Sound notes:  *Use back of form for directions, maps and floor plans* |