### In order to better serve you and meet your schedule, this form must be completed and signed. Timely delivery and trouble-free installation begin with these data forms. Accurate, complete information is essential. Non-response to a question will be defined as meaning that the item does not apply.

**Logistics Data**

**Job Type**

**[ ]** Federal Government [ ]  State Government [ ]  Other Government [ ]  Courthouse [ ]  Hospital

### [ ]  School or University [ ]  Office Building [ ]  Private [ ]  Jail / Prison [ ]  Other

|  |  |
| --- | --- |
| Date:  | Number of escalators:  |
| Job Name (please do not abbreviate): |
| Job Location (city and state):  |
| Contract Date:  |
| Project Type: [ ] New construction[ ] Modernization |
| [ ]  Job has Specifications[ ]  Specifications being sent to MCEPlease send a copy of job specifications to MCE. |
| Customer Job #:  | PO#:  |

# Shipping Schedule

|  |  |
| --- | --- |
| Control | Ship Date |
| Escalator  |  |
| Escalator  |  |
| Escalator  |  |
| Escalator  |  |
| Escalator  |  |

# Shipping Information

|  |
| --- |
| Contact:  |
| Phone:  | Fax:  |
| Company name and address: |
|  |
|  |  |  |
| City |  State |  Zip Code |
| Notice required: [ ]  24 hours [ ]  48 hours Other: [ ]  Check if lift gate truck needed |

**Contractor Information** ([ ]  Check if same as above)

|  |
| --- |
| Contact:  |
| Phone:  | Fax:  |
| Email:  |
| Company name and address: |
|  |
|  |  |  |
| City |  State |  Zip Code |

# Consultant (leave blank if none)

|  |
| --- |
| Contact:  |
| Phone:  | Fax:  |
| Email:       |
| Company name: |

# Elevator Safety Code Compliance

Accurate information is essential.

|  |
| --- |
| **North American Compliance:** [ ] U.S. [ ] Canada |
|

|  |
| --- |
| **ASME A17.1/B44 Edition:** [ ]  2019 |
| [ ]  2016 | [ ]  2013 | [ ]  2010 | [ ]  2007 | [ ]  2004 | [ ]  2000 |
| **Addenda/Supplements:** (None for A17.1-2010 and later) | [ ]  2008(a) [ ]  2009(b)  | [ ]  2005(a)[ ]  2005(S) | [ ]  2002(a)[ ]  2003(b) |

 |
| [ ]  ASME A17.1-1996/98  |
| [ ]  ASME A17.1- Specify edition & addenda.  |
|  |
| **International compliance** |
| [ ]  Australia AS 1735.5 |
| [ ]  EN 115 |
| [ ]  Other (Specify):  |
| 2 |
| **Additional state or local code compliance** |
| [ ]  California |
| [ ]  Other: |
| [ ]  Additional Compliance Requirements? Explain:  |

Per state tax laws, it is critical that MCE receive exemption or resale certificates prior to the material being shipped and billed.  **If the job is a tax exempt job, send the exemption certificate with this form. If you are a resale customer and have a resale certificate, please make sure that the MCE accounting department has a copy on file.**

# Form Completed By

|  |
| --- |
| Name/Title:  |
| Phone:  | Fax:  |
| Cell:  |
| Email:  |
| Company name: |
| Signature: |

### General Information

**Controller Data**

|  |  |
| --- | --- |
| Speed: | Escalator length: |
| Escalator step width:  |
| **Motor Control Type:** [ ]  Wye-Delta [ ]  ATL (Across the Line) [ ]  VVVF Drive (Remote Drive) |
| **Standard Enclosure Sizes** (Based on Motor FLA) 24”H x 18”W x 8”D (Motor FLA ≤ 43 A) 24”H x 24”W x 8”D (Motor FLA > 43 A)**Space limitations** [ ]  Yes [ ]  NoIf yes, indicate enclosure space available. Otherwise, enclosure size based on job requirements.       H x       W x       D |
| **Control cabinet in bottom machinery space:** Standard Enclosure Size: 12”H x 12”W x 4”D**Space limitations** [ ]  Yes [ ]  NoIf yes, indicate enclosure space available. Otherwise, enclosure size based on job requirements.       H x       W x       D |
| **Machinery spaces NEMA rating:**[ ]  1 [ ]  12 [ ]  4 [ ]  4X |
| **Line Voltage** (Actual measured line voltage)Choose closest selection below:[ ]  208 [ ]  220 [ ]  230 [ ]  240[ ]  415 [ ]  440 [ ]  460 [ ]  480Other:      |
| [ ]  DC[ ]  AC [ ]  50 Hz [ ]  60 Hz Phase [ ]  Single Phase [ ]  2 Phase [ ]  3 Phase [ ]  Symmetrical w/respect to ground [ ]  Grounded leg delta configuration\* |
| \* Isolation transformer required if VVVF drive |

# AC Motor

|  |
| --- |
|   |
| Brand:  |
| Voltage:  HP:  |
| FL Current:  FL RPM:  Sync RPM: (For 2-speed motor, measure high speed winding.) |
| Additional nameplate data:  |
| [ ]  Thermistor |

# Machine and Brake

|  |
| --- |
| Machine:  [ ]  Direct Connect [ ]  Chain Drive  |
| Brake: [ ]  Drum [ ]  PM Disk Brake [ ]  Spring Disk Brake  Pick voltage:  Hold voltage: [ ]  DC [ ]  AC Single Phase [ ]  AC 3 Phase If AC, current or fuse size required:  |
| Coil resistance:       [ ]  Measured [ ]  Data Sheet [ ]  Hot  [ ]  Cold  |
| [ ]  Contact on brake: [ ]  Normally Open [ ]  Normally Closed |

# [ ]  Main Drive Shaft Brake

|  |
| --- |
| Brake:  Pick voltage:  Hold voltage: [ ]  DC [ ]  AC single Phase [ ]  AC 3 Phase [ ]  Monitor Only If AC, current or fuse size required:  |
| Coil resistance:       [ ]  Measured [ ]  Data Sheet [ ]  Hot [ ]  Cold  |
| [ ]  Contact on brake: [ ]  Normally Open [ ]  Normally closed |

# Operating Features

|  |
| --- |
| [ ]  **Plug-in, portable control station**  |
| **Inspection control station at top of cabinet** (standard) |
|  |
|  |
| [ ]  **Tandem operation** |
| [ ]  **Auto chain lubrication operation** [ ]  Pump motor [ ]  Electromagnetic valve Voltage:  Current:  |
| [ ]  **Display module** [ ]  Top [ ]  Bottom |
| [ ]  **Smoke detector input** |
| [ ]  **Remote Monitoring Connection** [ ]  iMonitor (Ethernet)†  [ ]  SCADA [ ]  Up [ ]  Down [ ]  Running / Stopped [ ]  Inspection / Normal [ ]  Fault [ ]  High Speed (VVVF only) [ ]  Low Speed (VVVF only) Other:       |
| Alarm bell voltage:  |
| Comb light voltage:  |
| Step light Voltage:  |
| Demarcation light voltage:  |

† LCD Control Panel required.

# Special Instructions

|  |
| --- |
|       |