# Job Layout Questionnaire

## Project and gate details

Type in the boxes or print and write by hand. Enter “unknown” where needed.

## Contact and Site

**Name / Company**

**Date / Requested installation date**

**Email**

**Phone**

**Project address / City, state and ZIP**

## Gate and Opening

**New installation or retrofit?**

**Residential, commercial or industrial?**

**Gate type and number of leaves**

Swing, slide, or other

**Clear opening width (ft / in)**

**Gate dimensions (ft / in)**

Width and height of each leaf or panel

**Estimated gate weight (lb)**

List the weight of each leaf or panel

**Gate construction, travel and site conditions**

Describe material, swing/slide direction, slope, obstructions, and mounting space.

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### Power, access and installation notes

Type in the boxes or print and write by hand. Enter “unknown” where needed.

## Operator and Power

**Current operator or model considered**

**Expected traffic / cycles per day**

**Power and conduit available**

List voltage, distance to power, existing conduit, and any solar or backup preference.

## Entry, Exit and Safety

**How should vehicles and visitors enter or exit?**

Examples include remotes, keypads, video intercom, exit probe, and vehicle loop.

**Existing or planned safety equipment**

List photo eyes, safety edges, and any locations to review with your installer.

## Additional Notes

**Additional project details**

List special requirements, site conditions, or questions for SGC.

You can include site photos or a separate drawing when you send the completed sheet to SGC.

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## Site Sketch

**Project / site name**

Mark the gate, posts, driveway, operator, access devices, power, and vehicle travel.

Add dimensions, opening direction, and the public and secure sides.

Draw by hand after printing, or use the drawing tools in your PDF viewer.