MCE to complete shaded area

MCE job number:	Date received:	PO#
Job name:	Car Labels:	

Logistics Information A

Job Type

☐ Federal Government ☐ State Government ☐ Other Government ☐ Hospital

☐ School or University ☐ Office Building ☐ Private ☐ Other

Site & Contact Information

Site Address
Owner Representative
Print Name:
Signature:
Title:
Contact Information
Business Phone:
Cell Phone:
eMail:
Contact Address:

Form Completed By

Name:
Contact Information
Business Phone:
Cell Phone:
eMail:
Address:

Delivery & Payment Schedule

Standard MCE terms of payment (net 30 days) apply to your order. If you require special terms of payment, please provide an Alternative Payment Schedule.

Customer Job Number:		
Customer PO Number:		
Job Name:		
Number of cars:		
Control	**Delivery Date**	**Payment Date**
Car “ ”		
Car “ ”		
Car “ ”		
Car “ ”		
Car “ ”		
Car “ ”		
Car “ ”		
Car “ ”		
Car “ ”		
Car “ ”		
Group “ ”		

Delivery & Payment Schedule

If different payment terms are required, please provide an alternative proposal. Please include specifics of building owner payments and provide a copy of your contract.

Alternative Proposal Provided: ☐ Yes ☐ No

Contract Attached: ☐

Extra Documentation

If this job requires additional engineering drawing packages or additional manuals, please indicate below.

☐ Drawing Sets	# Required:

Machine Room

NEMA Rating

☐ 1 ☐ 12 ☐ 4 ☐ 4X

Limited Space?

☐ No ☐ Yes

If Yes, Indicate limitations in grid below and FAX a copy of this page to MCE 916 463 9201. Show existing equipment and distance to obstructions in all directions.

Power Information

Voltage
Line voltage available: _____
Line voltage measured: _____
☐ AC 3 phase (symmetrical with respect to ground) ☐ AC 3 phase (grounded leg delta configuration)* ☐ AC 2 phase ☐ AC single phase ☐ 60 Hz ☐ 50 Hz

Type of Operation

☐ Group automatic Number of cars: Lobby Land #: Floor Label: # Risers:
☐ Swing car operation Car Labels:
Grouping cable lengths: Specify individual lengths for daisy chaining between control cabinets. Allow 5' on each end for hook-up inside controller cabinet.
☐ Cross Cancellation Panel (existing hall p/b schematics required.

Fire Service Operation

☐ **Fire Service Phase I**
Main Landing # : _____ Floor Label: _____ Open doors: ☐ Front ☐ Rear
Type of Switch: ☐ 3 Position ☐ 2 Position
Additional 2-position switch: ☐ Yes ☐ No Switch Location: Landing #: _____ Floor Label: _____
Alternate Landing # : _____ Floor Label: _____ Open doors: ☐ Front ☐ Rear
☐ **Fire Service Phase II**
Type of Switch: ☐ 3 Position ☐ 2 Position
Call Cancel Button: ☐ Yes ☐ No

Door Features

Dual Beam Photo-Electric Eyes: ☐ Yes ☐ No
Mechanical Safe-Edge: ☐ Yes ☐ No
Infrared Detector: ☐ Yes ☐ No Brand & Model:
Cut-Out Switch in C.O.P. for Photo- Electric Eyes or Infrared Detector: ☐ Yes ☐ No In Panels: ☐ Front ☐ Rear
Door Open Button: ☐ Yes ☐ No Panels: ☐ Front ☐ Rear
Door Close Button: ☐ Yes ☐ No Panels: ☐ Front ☐ Rear
Door Hold Operation: ☐ Yes ☐ No Panels: ☐ Front ☐ Rear Type: ☐ Pushbutton ☐ Switch If momentary, max. hold time = 120 sec.
California Smoke Bypass Button: ☐ Yes ☐ No
Nudging: ☐ Yes ☐ No ☐ Reduced Torque w/Buzzer ☐ Buzzer Only ☐ Ignore Photo-Electric Eye or Infrared Detector If Safe-Edge or Door Open Button activated, doors should: ☐ Stop ☐ Reopen
☐ Other:

Operating Features

Anti-Nuisance (uses photo eye input): ☐ Yes ☐ No
Max # of Stops Allowed:

Attendant Service: ☐ Yes ☐ No
☐ Annunciator Panel

Car-to-Lobby Switch: ☐ Yes ☐ No
Park with Doors: ☐ Open ☐Closed
Return Landing #: Floor Label:

Earthquake Operation: ☐ Yes ☐ No
Code compliance: ☐ ASME ☐ California

Emergency Power: ☐ Yes ☐ No
Em. Pwr. Contacts During Normal Power:
☐ Open ☐ Closed
☐ Power Pre-Transfer Contact - 10 Sec Min
☐ Manual Select Switch
# of positions: Labels:

Hospital Service: ☐ Yes ☐ No
At Landing #: Floor Label:

Independent Service: ☐ Yes ☐ No
Key Switch Location ☐ Hall ☐ Car

Load Weighing: ☐ Yes ☐ No
Discrete Switches for Load Weighing:
☐Anti-Nuisance ☐ Lobby Dispatch
☐ Hall Call Bypass ☐ Overload

M/G Switch: ☐ Yes ☐ No
Location of Switch ☐ Car ☐ Hall
Return Landing #: Floor Label:

Sabbath Operation: ☐ Yes ☐ No

Security: ☐ Yes ☐ No
MCE Basic Security: ☐ CRT ☐ BSI
☐ ACE Security (# of Users:)
☐ Call Cut-Out Switches
☐ Keyed
☐ Card Reader Dry Contacts
☐ Car Call Cutout
☐ Hall Call Cutout
☐ Other Security:

Bypass Security: ☐ Yes ☐ No
☐ Independent Service
☐ Attendant Service
☐ Other

Landings, Labels, Cars

If more than 6 cars or 32 landings, use Expanded Landing System Form.

Ldg #	Floor Label	Car F	Car R	Car F	Car R	Car F	Car R	Car F	Car R	Car F	Car R	Car F	Car R
32		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
31		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
30		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
29		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
28		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
27		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
26		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
25		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
24		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
23		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
22		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
21		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
20		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
19		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
18		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
17		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
16		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
15		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
14		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
13		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
12		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
11		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
10		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
9		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
8		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
7		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
6		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
5		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
4		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
3		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
2		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
1		☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

Fixture Information

Fixtures are 120VAC unless otherwise specified.

Auxiliary Car Station: ☐ Yes ☐ No

Call Registration Indicators:
- ☐ Car ☐ Hall 120VAC Incandescent
- ☐ Car ☐ Hall 120VAC Neon
- ☐ Car ☐ Hall 48VAC ☐ Incandescent ☐ LED*
- ☐ Car ☐ Hall 24VAC ☐ Incandescent ☐ LED*
- ☐ Car ☐ Hall Other

Note: LEDs over 48 volts illuminate continuously.

☐ Serial Link
☐ COP ☐ Hall Calls

Serial Communication Boards Supplied By:
☐ MCE ☐ Innovation ☐ Other
Note: All fixtures must be 24VDC and 6 watts maximum.

Call Pushbutton
☐ Mechanical ☐ Otis Touch Button ☐ Piezo Type Touch
Bias Voltage: _____Volts ☐ AC ☐ DC
Indicator: _____ Volts ☐ AC ☐ DC

Lanterns ☐ Hall ☐ Car (# of Jamb Arrows)
Bulb Wattage Watts
☐ With Gongs Volts ☐ AC ☐ DC
☐ With Chimes Volts ☐ AC ☐ DC

Passing Floor Gong/Buzzer: ☐ Yes ☐ No
_____ Volts ☐ AC ☐ DC
Enable Button ("S" button): ☐ Yes ☐ No

Status Indicators	Volts	AC	DC
☐ Attendant Light/Buzzer		☐	☐
☐ Door Closing Buzzer		☐	☐
☐ Door Hold Light		☐	☐
☐ Door Left Open Bell		☐	☐
☐ EMT Light – Car		☐	☐
☐ EMT Light – Hall		☐	☐
☐ Fire Light/Buzzer		☐	☐
☐ Hospital Light/Buzzer		☐	☐
☐ In-Service Light		☐	☐
☐ In Use Lights		☐	☐
☐ Load Status Lights		☐	☐
☐ MCE Security Light		☐	☐
☐ M/G Light		☐	☐
☐ Nudging Buzzer		☐	☐
☐ Multi Purpose Indicator		☐	☐
☐ Other Indicator		☐	☐

Position Indicators (PI's)
Bulb Wattage Watts

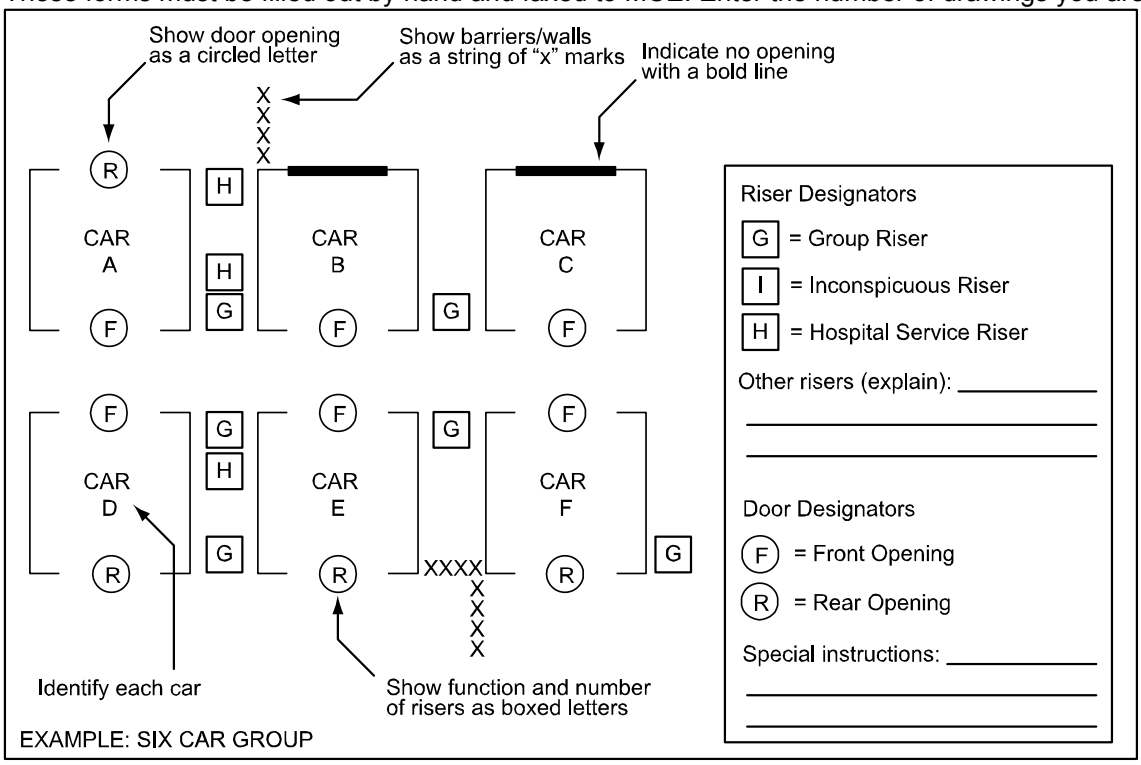
☐ Multi-Light
☐ Car ☐ w/Arrows _____ Volts ☐ AC ☐ DC
☐ Hall ☐ w/Arrows _____ Volts ☐ AC ☐ DC
At which landings: _____
Floor Labels:

☐ Digital Brand & Model: _____
☐ Car ☐ w/Arrows _____ Volts ☐ AC ☐ DC
☐ Hall ☐ w/Arrows _____ Volts ☐ AC ☐ DC
At which landings: _____
Floor Labels: _____
☐ One Line Per Floor Inputs
☐ Binary Input Input Format: ☐ 00 ☐ 01
☐ Other Input: _____
☐ 120VAC Common - Standard
☐ Other Common: _____ Volts ☐ AC ☐ DC
If DC ☐ Positive ☐ Negative
☐ MCE C.E. Electronics Interface Driver
C.E. Digital PI's Remote Display Indicators (RDI's) must be 3 Wire Style (Series Micro Comm).
☐ Serial Fixture Driver
Please describe: _____

☐ Voice Annunciation
☐ MCE Flex Talk (Please complete Flex-Talk Data Form)
☐ Other:

Hoistway Layout

Hoistway Layout Forms are required for each unique landing configuration including riser, opening, and wall/barrier location. These forms must be filled out by hand and faxed to MCE. Enter the number of drawings you are submitting here: _____



Sketch your layout in the grid area. Alternately, use separate sheets of paper (with your job number)