

# ATM Site Checklist

## Financial Services

### CONDITION OF EXISTING FACILITIES AND EQUIPMENTS

What was the position of Cable entry point?

Do Front wall, full room, etc need panels?

☐ Yes☐ No☐ NA

What types of Door construction & lock were used?

Was Electrical equipment removed or relocated?

☐ Yes☐ No

Was Alarm equipment removed or relocated?

☐ Yes☐ No

Were Cameras removed or relocated?

☐ Yes☐ No

Was there any need of other equipment to be removed, relocated to allow panel installations?

☐ Yes☐ No

Images of internal and external, including door and door furniture (handles & locks)

UPLOAD

## DELIVERY AND TRANSPORT

Mention any special requirements are needed to enable the delivery.

textarea

Highlight the details of Noise restrictions to be implemented near residential area.

textarea

Explain if there is any need for more than TWO operatives for Delivery resources.

textarea

Did you notice any steps on route to ATM room?

Yes

No

Write the height and width of the entry door.

Do you feel any requirements of any special equipment for barriers, boards, etc)?

Yes

No

Mention the delivery time restrictions on site

textarea

Describe the delivery route of the store

textarea

## PRESENT CONDITION OF THE ATM

Mention the size and type of the ATM model

What is the type of the ATM room?

Mention the Plinth Type and height.

Write the depth of Front Wall

Mention No of skins

Describe the condition of the floor in details.

Did you notice a basement area?

Yes

No

Describe the condition of the ongoing Ceiling and Wall construction?

textarea

Was there are any requirements of Bollards or are already installed? Explain

textarea

Was there are any requirements of Customer Foot Print or are already installed?  
Explain

textarea

Did you find any flat roof above ATM?

Yes

No

Will router shelf be accessible at one stop?

Yes

No

Was there any store inside the shopping mall/retail park?

Yes

No

Is there any requirement for CCTV cameras in the ATM area or is it already installed?  
Mention the reason if this facility is not available.

textarea

Write the location for blue security box.

textarea

New ATM exterior/interior image

UPLOAD

Mention additional Information if any.

textarea

## RENOVATION OF ATM

Mention the type of ATM model and the reason for neck length removal

textarea

Describe the present ATM room type in detail.

textarea

Mention the Serial Numbers and position within housing (for removals, replacements, and swap outs survey)

textarea

What is the present situation of the ATM?

textarea

Mention the Plinth Type and Height

Write the depth of Front Wall

Mention No of skins

Was the room well maintained and clutter free?

☐ Yes ☐ No ☐ NA

Describe the condition of the floor in details.

textarea

Mention the equipment that needs to replaced

Describe in detail about the requirement needed for improvements.

textarea

REQUIREMENTS FOR NEW INSTALLATIONS

Installation date

DATE

2017-01-01

Mention the required finish on panels including RAL colours.

Was there any need of distribution board (inclusive of wall mounts)?

Yes

No

NA

Have you requested for a copy of shop front plan while passing by the ATM?

Yes

No

NA

Is there any need of other finishing off works, strips around door, etc?

Yes

No

NA

Is there any need of steel floor at LPS4 room?

Yes

No

NA

## SCOPE OF DEVELOPMENT

Is there any requirements of installing glazing?

Yes

No

Was there any requirements of installing lighting above the ATM?

Yes

No

Was there any connection of electrical cabling?

Yes

No

NA

Were shelving mods moved to other locations?

Yes

No