

## PRE-ACOUSTIC TESTING SITE CHECKLIST

To help ensure that there is the minimum amount of complications on the arranged test date, we have put together a quick checklist (see below).

- Plots will need to be essentially complete with skirting board etc
- Windows should close
- All potential air paths sealed / no holes
- External doors hung (ie individual apartment front doors)
- Internal doors hung in proposed test room locations
- No carpet laid in plots above ground floor
- Safe access to plots with van and equipment
- Access to all proposed test room locations
- Proposed room locations to be empty for duration of test
- Background noise to be as low as practically possible
- Minimum amount of materials stored in rooms (particularly when doing floor tests)
- Power to be provided in each room location (240v)
- Lighting to be provided if required

We will try to be as flexible as possible regarding working round people and background noise, however your co-operation would be appreciated as it will result in the minimum disturbance for you and your contractors and ensure that all tests are carried out as quickly as possible.

Lead-time is dependent on workload; however, it would be appreciated if you could possibly let us have at least two weeks notice.

Please be aware that if the tester is unreasonably delayed by one of the above items, there will be additional charges incurred in accordance with our current consultancy rate. In some cases this may mean that the tester is unable to conduct all proposed tests. Where necessary an alternative test date will need to be arranged to conduct the remaining tests with the associated additional daily setup charge.

If the site is unsafe, the tester will leave site without conducting testing and the daily setup charge will still be incurred.