



HP Scitex FB500 Printer

HP Scitex FB700 Printer

Site Preparation Checklist

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1 Instructions

Complete the following address information, contact information, and checklist. If a checklist item cannot be completed or is unnecessary, add a short explanation under “Comments.” Once you have completed the checklist, sign it and send it to your reseller or HP sales representative a minimum of two weeks before the delivery date.



NOTE: Some checklist items are marked ‘(Required)’, which means that you cannot proceed with installation until you have checked the ‘Yes’ box.

When you sign this document, you are confirming that the site has been prepared according to the specifications provided in the *Site Preparation Guide*, that all checklist items have been completed and that the site is prepared and ready for delivery and installation.

2 Checklist

Table 1 Address Information

Company Name	Postal Code
Street Address	Telephone
City	Fax
Country	Email

Table 2 Contact Information

Contact Persons	Name	Telephone	Email
Company engineer or technician			
System administrator			
Operators to be trained on printer use and maintenance			

Table 3 General Access and Equipment Unloading

Item	Yes	No	Comment
Is there an easily accessible unloading area, with sufficient space to unload and maneuver the equipment?	<input type="checkbox"/>	<input type="checkbox"/>	
Has the route to the installation area been checked to meet all requirements (height, width, and clearance of ceilings, doorways, and corridors) and is the conveyance route clear?	<input type="checkbox"/>	<input type="checkbox"/>	
Is a power outlet available near the site where you plan to disassemble the crate (for the electric screwdriver used to disassemble the crate)?	<input type="checkbox"/>	<input type="checkbox"/>	
Have specialist movers been contracted to unload and move the equipment on the date required?	<input type="checkbox"/>	<input type="checkbox"/>	
Are the specialist movers aware of the specifications provided in this document?	<input type="checkbox"/>	<input type="checkbox"/>	
Are there one or more suitable forklifts contracted for installation?	<input type="checkbox"/>	<input type="checkbox"/>	
Are there skates available to help position the crate?	<input type="checkbox"/>	<input type="checkbox"/>	
Is there a pallet jack available to help position the crate?	<input type="checkbox"/>	<input type="checkbox"/>	
Will you install the printer on a second level or higher? If so, is there a suitable crane contracted for installation? Are the appropriate crane attachments available?	<input type="checkbox"/>	<input type="checkbox"/>	
Will the operator be available for the installation training which lasts two full working days?	<input type="checkbox"/>	<input type="checkbox"/>	

Table 4 Room layout and flooring

Item	Yes	No	Comment
Is there sufficient space around the equipment?	<input type="checkbox"/>	<input type="checkbox"/>	
Has all room construction and painting been completed?	<input type="checkbox"/>	<input type="checkbox"/>	
Does the floor load-bearing capacity meet the specifications in this guide?	<input type="checkbox"/>	<input type="checkbox"/>	
Does the floor surface meet the specifications in this guide? If special reinforcements are necessary, are they completed?	<input type="checkbox"/>	<input type="checkbox"/>	
Is there sufficient room to conveniently store the media support tables when not in use?	<input type="checkbox"/>	<input type="checkbox"/>	

Table 5 Safety Information

Item	Yes	No	Comment
Is there an emergency exit in the print production area, with easy access and free from any obstruction?	<input type="checkbox"/>	<input type="checkbox"/>	
Are fire extinguishers rated for electrical fires fitted in the print production and storage areas?	<input type="checkbox"/>	<input type="checkbox"/>	
Are first aid facilities available within a reasonable distance of the print production environment?	<input type="checkbox"/>	<input type="checkbox"/>	
Is an eye wash station within a reasonable distance of the print production environment?	<input type="checkbox"/>	<input type="checkbox"/>	

Table 6 Electrical Installation

Item	Yes	No	Comment
Has the 200-240 VAC, single phase, 50/60 Hz circuit, 12 amps maximum for North America and Japan or 16 amps maximum for Europe, for the printer been correctly installed?	<input type="checkbox"/>		(Required)
In the US and North America, is the wall receptacle a NEMA L6-20R locking type?	<input type="checkbox"/>		(Required)
In Europe, is the wall receptacle an IEC 60309 type?	<input type="checkbox"/>		(Required)
Has a 110-240 VAC, single phase, 50/60 Hz circuit for the optional ink delivery system vacuum auxiliary power adapter been correctly installed?	<input type="checkbox"/>	<input type="checkbox"/>	
Has a 110-240 VAC, single phase, 50/60 Hz circuit for the print server (RIP) been correctly installed?	<input type="checkbox"/>		(Required)

Table 7 Electrical Configuration

Item	Yes	No	Comment
The printer should remain energized and powered on at all times to perform its automated printhead servicing. Do you need an Uninterrupted Power Supply (UPS) for the printer to prevent regular loss of power to the printer and/or protection from unstable power (brown-outs/spikes/surges)?	<input type="checkbox"/>	<input type="checkbox"/>	
If yes, has a UPS with a voltage rating of 200-240VAC, 50/60Hz, a maximum current rating of 12 amps, and a minimum source of 3000VA been installed?	<input type="checkbox"/>	<input type="checkbox"/>	
Is the printer main power receptacle or printer UPS located within 1.5 m (5 ft.) of the service end of the printer, or 3.7 m (12 ft.) from the user end of the printer?	<input type="checkbox"/>		(Required)
Has an uninterruptible power supply (UPS) with minimum 15 watts of backup power for the auxiliary vacuum power adapter been installed? (This item is not required if a whole-printer UPS noted above is to be used.)	<input type="checkbox"/>	<input type="checkbox"/>	

Table 8 Networking and Computer Requirements

Item	Yes	No	Comment
Are you purchasing from HP the Onyx RIP HP edition or the Caldera RIP HP edition along with the new printer?	<input type="checkbox"/>	<input type="checkbox"/>	
If YES, is there a computer that meets the RIP vendor's recommended specifications ready for installation?	<input type="checkbox"/>	<input type="checkbox"/>	
If NO, do you either have an existing installation of Onyx or Caldera?	<input type="checkbox"/>	<input type="checkbox"/>	
If NO, have you made your own arrangements to purchase this software for the printer installation, and the hardware to run it?	<input type="checkbox"/>	<input type="checkbox"/>	
If YES, have you contacted the RIP vendor to update either your Onyx hardware key or your Caldera RIP license file, as applicable, to add support for the new printer?	<input type="checkbox"/>	<input type="checkbox"/>	
Have network connections for printer and RIP computer been supplied?	<input type="checkbox"/>	<input type="checkbox"/>	
Do you have an external color sensor (calibrator) that is compatible with your RIP?	<input type="checkbox"/>	<input type="checkbox"/>	
Do you have a LAN cable long enough to connect the printer to the network?	<input type="checkbox"/>	<input type="checkbox"/>	

Table 8 Networking and Computer Requirements

Item	Yes	No	Comment
<p>HP Print Care features the CallMe@hp remote support tool. For use with the FB500 and FB700, CallMe@hp client software must be installed on a networked computer running Windows XP, Windows Vista, or Windows 7. This computer may be your Onyx RIP or another computer, but should be nearby the printer.</p> <p>If you are using the Caldera RIP and you wish to take advantage of HP's Print Care / CallMe@hp remote-support features, you will require another networked computer that runs Microsoft Windows XP, Windows Vista, or Windows 7 for installation of the PrintCare client software.</p> <p>Regardless of RIP type, Is such a computer available for use with HP Print Care / CallMe@hp?</p>	<input type="checkbox"/>	<input type="checkbox"/>	
Has the legal agreement for HP Print Care and CallMe@hp data gathering (see the last pages of this document) been signed?	<input type="checkbox"/>		(Required)

Table 9 Environmental Requirements

Item	Yes	No	Comment
Does the designated space for the printer have a temperature-controlled environment that meets the specified operation requirements listed in the Site Preparation Guide?	<input type="checkbox"/>		(Required)
Does the designated space for the printer have an environment that meets the specified humidity requirement listed in the Site Preparation Guide?	<input type="checkbox"/>	<input type="checkbox"/>	
Have the temperature and humidity requirements been satisfactorily met in the materials storage area?	<input type="checkbox"/>	<input type="checkbox"/>	
Is the print production area free from dirt and dust?	<input type="checkbox"/>	<input type="checkbox"/>	
Does the print production area have sufficient lighting?	<input type="checkbox"/>	<input type="checkbox"/>	
Is additional ventilation for the print production area desired?	<input type="checkbox"/>	<input type="checkbox"/>	
If yes, has additional ventilation been installed correctly?	<input type="checkbox"/>	<input type="checkbox"/>	
Have you met or exceeded all the requirements specified in the <i>Site preparation guide</i> ?	<input type="checkbox"/>		(Required)

Table 10 Supplies

Item	Yes	No	Comment
No ink is included in the printer product kit. Ink is required for setup, test, and completion of the installation. Has a full set of six inks been ordered to be on hand at the time of printer installation?	<input type="checkbox"/>		(Required)
Printhead cleaning solution may be required for setup and completion of the install, and is a required material for normal printer cleaning tasks. Has a container of head flush or substitute material (as mandated by local laws) been ordered to be on hand at the time of printer installation?	<input type="checkbox"/>		(Required)

Table 10 Supplies

Item	Yes	No	Comment
No media is included in the printer product kit. A rigid material is recommended for us in the setup, test, and completion of the installation. A paper-based rigid media such as Fome-Cor is recommended for this purpose. Will several sheets of a suitable rigid media be on hand at the time of printer installation?	<input type="checkbox"/>		(Required)

Table 11 Date of Site Preparation Completion

Site preparation guide edition number or copyright date

Customer signature

3 CallMe@hp Data Exchange Agreement

Clause 1

Customer shall provide connectivity to/for HP's remote applications (including but not limited to monitoring, data collection, diagnostics and/or remote control, for the purposes of preventative maintenance and monitoring; software updating; statistical data gathering; sensor activity; impression rates/dates; and software performance of the Equipment and/or peripheral equipment. Such connectivity shall be provided by Customer via a permanent high speed broadband internet connection. Customer understands and accepts that a 3rd party company may provide service and support on behalf of HP using the CallMe@HP application and may provide HP with certain data obtained via the CallMe@HP installed at the printer owned by Customer.

Clause 2

Customer agrees to maintain the operating connections, as defined in this paragraph, on the Equipment at all times during the term of this Order in order to enable on-line connections with HP's remote applications. HP will use these connections solely for purposes of remote diagnostics and support of the Equipment, accessing the Equipment's impression counters, and as a collection source of statistical data. Customer expressly releases the data gathered by any and all such applications to HP. Any of the Customer's: (i) detachment from the HP remote diagnostic system; (ii) misuse of the HP remote diagnostic system; or (iii) tampering with the HP hardware's impression counters, will be deemed a material breach of the Order by Customer.

Clause 3

HP agrees to comply with the applicable data protection laws when collecting, storing, transferring, sharing and/or otherwise processing any personal data in connection with these terms and conditions. Unless expressly agreed otherwise, any personal data the Customer discloses to HP may be used by HP in accordance with the then current HP Privacy Policy for administering the relationship between the Customer and HP and for providing Customer with information about HP's products, services and programs. HP may share such personal data with other Hewlett-Packard entities and business partners who are providing services on behalf of HP, whether established in Europe or elsewhere, which are bound by appropriate confidentiality obligations.

Signature

- I agree to the terms outlined in Clauses 1, 2, and 3.
- I do not agree to the terms outlined in Clauses 1, 2, and 3. I understand that the CallMe@hp remote support functionality will not be available to me for support of my printer.

Customer Print Name: _____ Date: _____

Customer Signature: _____