

Phone Systems Request Form

Name: _____ Company: _____

Address: _____ City: _____ State: _____ Zip: _____

Work Phone: _____ Fax: _____ E-Mail: _____

How would you best describe your current phone systems needs?

- We are looking to replace our current system
- We are looking for a phone systems for a new office or location
- We are looking to expand our current system



When do you intend to have this system installed?

- ASAP
- Within few months
- Within 3 - 6 months
- More than 6 months

How many calls do you need your phone system to handle at the same time?

- Not Sure
- 1-10
- 10-20
- 20-30
- 30-40
- 40-50
- 50+

How many phones will need to be connected to your phone systems?

- 1-5
- 5-10
- 10-20
- 20-30
- 30-40
- 40-50
- 50+

Are you interested in service and/or maintenance contracts?

- Yes No
- Not Sure - Please advise me of service contract benefits and costs.

Are you interested in leasing/financing options?

- Yes No
- No Sure - Please advise me of all available financing options

What features do you want your phone system to have?

- Automated attendant (automatic answering and call routing)
- Advanced call routing and tracking features
- Music or Advertising on hold
- Computer telephone integration (allows for advanced call handling features)
- Voicemail
- Overhead Paging
- Other

Please describe any other requirements you may have for this business phone system.