CCTV site survey checklist · FICTIONAL EXAMPLE

Record customer requirements and site observations before technical design, material purchase or pricing. This is a planning aid, not a security, compliance or retention guarantee.

Every customer, installer, date, quantity and assumption on this page is fictional. No passwords, footage or sensitive plans are included.

01 · Customer, site and requirements

Survey reference / date	SAMPLE-SURVEY-001 · 04 Nov 2026
Installer / surveyor	Example Installer
Customer / contact / site	Example Retail Site · Sample City, India
Customer goal and areas	Observe entrance, billing counter, stock area and rear access.
Existing equipment / reuse	Unknown; confirm condition and compatibility before reuse.
Site access, surfaces, constraints	Customer to confirm access hours and mounting surfaces.
Power, PoE and UPS	Power availability, PoE capacity and backup requirement to confirm.
Network / authorized remote access	Network and authorized remote access to confirm during design.
Recording schedule / requested retention	Customer requests 14 days. Actual capacity and settings require design review.
Display / remote viewing / training	Confirm display position, authorized viewers and training needs.
Customer permissions / dependencies	Customer to confirm access and site permissions.
Exclusions / unresolved questions	Measure routes; verify power, network, storage and recorder compatibility.

Surveyor acknowledgement	Example only · requirements recorded
Customer acknowledgement	Example only · requirements discussed, not installation acceptance

02 · Proposed camera positions

Confirm purpose, indoor/outdoor conditions, mounting surface, cable route and whether length was measured or estimated.

Area / position	Purpose / condition	Route / length	Status
Entrance	Observe entry · outdoor to verify	Not measured	To verify
Billing counter	Observe counter · indoor to verify	Not measured	To verify
Stock area	Observe access · indoor to verify	Not measured	To verify
Rear access	Observe rear entry · outdoor to verify	Not measured	To verify

03 · Preliminary material estimate

This is a working list, not a quotation, final bill of materials or purchase instruction. Check quantities, compatibility and route lengths first.

Category	Description / quantity	Cable / note	Status
Cameras	4 proposed · type TBD	Four positions above	Estimated
Recorder	1 eight-channel NVR	Compatibility review	Estimated
Storage	Capacity TBD	14-day request needs sizing	To verify
PoE / power	Switch, supply and UPS TBD	Check power availability	To verify
Cable	Approx. 100 metres	Not measured	Estimated
Other / labour	Connectors, mounts, labour TBD	Final scope to review	To verify

Next step: verify site measurements, power, network, storage sizing and equipment compatibility. Prepare a separate itemised quotation only after reviewing those assumptions.