

# Customer Enquiry / Assistance Form

LightLouver LLC receives numerous requests for information and quotes regarding the LightLouver Daylighting System. We are pleased to respond to these requests and assist with integrating LightLouver units into a new or retrofit building project. However, to provide the best possible assistance, we typically need information about the building design conditions. This Customer Enquiry Form has been created to identify the information we would like to receive in order to provide the best customer assistance possible. Please provide as much of this information as you can, and please contact us if we can help in any way.

Our goal is to help you achieve a successful application of the LightLouver Daylighting System.

Project Name: \_\_\_\_\_

Project Location: \_\_\_\_\_

Projected Date of Occupancy: \_\_\_\_\_

Project Client or Architect: \_\_\_\_\_

Project Client or Architect Contact Information ( Name and E-mail address or Phone Number ):

\_\_\_\_\_

If the request / enquiry is for a retrofit / renovation building project, please submit the Feasibility Checklist, which can be found on at <http://lightlouver.com/daylighting-partners/existing-building-initiative/>.

Design Drawings ( Please provide in PDF ):

Site Plan

Floor Plans

Elevations ( with an indication of the windows that will receive LightLouver units )

Building Sections ( through spaces that will receive LightLouver units )

Wall Sections ( through windows that will receive LightLouver units )

Window Schedule ( that indicate the windows that will receive LightLouver units )

Window Details ( for windows that will receive LightLouver units )

Specifications:

Glazing Specifications ( Visible Light Transmission and Solar Heat Gain Coefficient or Specific Manufacturer's Glazing Product Designation )

Pictures or Renderings:

Pictures of existing design conditions, such as exterior elevations or window framing conditions, or renderings of a proposed design are very helpful in understanding the design context for the LightLouver Daylighting System.

Where to Send This Information:

Please send the requested information to the LightLouver Sales Representative you are working with or to [info@lightlouver.com](mailto:info@lightlouver.com). We will review the information and be contact with you.