

Project Name:		Date:	
Location:		Quantity:	
Pole Description (Part #):			
Specification/Standard (if any):			
Expected Delivery Date:		Prepared by:	

Checklist

	YES	NO	N/A
Approval Drawing Required			
Complete Nova Pole part number			
Pole finish requirements (powder coat color, galvanized)			
Pole Sides (8) (12) (16) (Round) (Square) (Other)			
Pole Dimensions (Height, Davit Reach, Arm Length, Luminaire Extension)			
Bolt Circle Diameter (BCD)			
If using precast base, provide base detail (bolt square and/or bolt circle)			
Anchor Bolts: Qty, Diameter & Length			
Fixtures: Style, Quantity, EPA & Weight			
Fixture Drilling Pattern; Qty _____ at 0 - 90 - 180 Degrees			
Tenon size (2 3/8") (2 7/8") (3 1/2") (4")			
Complete shipping address			
Shipping terms			
Date required			
Freight Terms (circle one option) Prepaid / Collect / Prepaid & Charge / Third Party / Pick Up			
FOB (circle one option) Destination / Nova Pole Surrey Plant / Nova Pole Edmonton Plant			
Provide quotation reference			
Carrier, Collect Account #, Contact, Phone			

Other comments: _____
