

Access Control System Door Planning Worksheet

In order to install the proper locking hardware, answers to the following questions are essential.
(Reference ANSI/NFPA101 Life Safety Code when installing locking products)

Door Name

Door Operation

- Employee Visitor Employee/Visitor Fire Exit
 Other _____

Existing Door Hardware

- Mortise Knob Set Dead Bolt Mechanical Exit Bar

Dimensions _____

Latch Protection _____

Offset Latch _____

Miscellaneous Door Information

- Interior Exterior Fire Rated Required Fire Exit
 Other _____

Required Door Hardware Changes:

Door Location

Door Type

- Single Double In-Swing Out-Swing Parking Gate
 Optical Turnstile Medium Height Turnstile Full Height Turnstile
 Other _____

Door Material

- Wood Metal Glass

Other _____

Door Frame Material

- Wood Metal Glass

Other _____

Proposed Lock Type

- Magnetic (Surface) Magnetic (Shear) Electric Strike
 Electric Lockset
 Other _____
 Finish _____

Voltage Requirements - 12VAC, 24VAC, 24VDC

Proposed Reader Type

- Magnetic Stripe Wiegand Proximity Bar Code
 Barium Sulfate Keypad Combination
 Biometric _____
 Other _____

Miscellaneous Options

- Local Audible Remote Release Time Delay Egress
 Other _____

Required Door Hardware Changes:

Door Contact

- Recessed Surface Built into Lock
 Other _____

Request-To-Exit Device

- Motion Sensor Push Button Touch Sensitive Bar
 Mechanical Exit Bar
 Other _____

Reader Mounting Options

- Flush Surface Proximity Interior
 Exterior Handicapped Weatherized
 Other _____

Reader Mounting Surface

- Brick/Stone Glass Pedestal
 Other _____