



ACE INTERNET SERVICES, INC.

NETWORK TUNE UP FAXBACK REQUEST	
Company Name:	Contact:
Phone Number:	Email:
FAX Number:	Referred by:

- YES! I have decided it is time to Tune-up my network. Please call me to schedule an appointment. I have completed the checklist below and am prepared for an on-site visit.

Requested Meeting Time:

- I am available any weekday during business hours
 I am available any weekday only during the following time: _____.
 I am only available after hours. Suggested day and time: _____.

Current Computer Hardware:

- My company has computers assigned to each employee.
 YES / NO
- My company has general computers used by all employees.
 YES / NO
- My company has a total number of computers as listed below including all workstations, laptops and servers:
 Circle one of the following: 1-5 6-10 11-20 20 or more
- My company computers are all connected together on a local network:
 YES / NO
- My company computers are connected directly to the Internet
 NO
 YES – but they must use dial up modems to connect when needed
 YES – they are directly connected 24 hours a day

COMPANY BACK-UP

- My company has a current back-up and recovery plan
 YES / NO
- My company back up plan has been tested and documents have been successfully restored
 YES / NO

COMPANY VIRUS PROTECTION

- My company has purchased and installed virus protection software on all PC's, Laptops and Servers.
 YES / NO
- My virus protection software is up to date and all current patches are downloaded including the current know virus list.
 YES / NO