Project brief

Record the decisions that will shape your quotation. Attach a site sketch, photographs and any local project requirements. Leave unknown items open for discussion.

Intended use	Activity, operating hours and number of structures _____
Installation site	Country, city, ground surface and access restrictions _____
Dimensions	Required width, length, clear side height and access openings _____
Configuration	Roof, walls, doors, screens, flooring and selected accessories _____
Services and site work	Power, drainage, foundations, lifting and installation responsibilities _____
Timing and delivery	Destination, required ready-for-use date and delivery scope _____

Product reference: _____

Project reference / revision: _____

Before installation

Use this list to request documents for the exact configuration you order. This is a planning checklist, not an installation manual or structural approval.

Configuration and technical documents

[ ] Approved dimensions and layout drawing, including door and access clearances.
[ ] Itemised frame, roof, wall and accessory specification.
[ ] Site-specific structural and anchoring requirements, assessed for the installation location.
[ ] Assembly drawings and instructions matched to the order revision.
[ ] Maintenance instructions and relevant product documentation.

Scope and responsibilities

[ ] Written responsibility for foundations, site preparation, unloading and lifting.
[ ] Agreed installation team, equipment and site checks.
[ ] Packing list, package dimensions and shipment contents.
[ ] Written commercial terms, warranty coverage and replacement-part process.

Family-specific questions

Pergolas: confirm fixing points, roof or shade travel, drainage and power where needed.
Event tents: confirm circulation, entrances, enclosure and event layout.
Sports spaces: confirm court footprint, playing clearance, lighting and ventilation.
Truss: provide equipment weights, support positions and suspension points; request a load table for the proposed configuration.

Record the open items

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Catalogue and current references: lpstructures.com/resources/
Prepared 27 November 2026. Confirm current project documents before ordering.