

## Rives Audio Application Form

### **Basic Instructions:**

Fill out the form as completely as possible. We understand not every question will apply to your project, simply leave those blank.

To get the latest version of Adobe Acrobat Reader go to:

<http://www.adobe.com/products/reader/>

### **It is very important that you use our application form.**

Rives Audio receives up to 40 designs a month, making it necessary to keep them in a consistent format. We thank you in advance.

### **Page 1:**

Page 1 of the application form must be printed, drawn in and faxed or scanned and emailed to us as it is not possible to fill out this page online. If you have electronic files such as CAD or pdf detailing the space we will be designing in, you may e-mail these to [acoustical@rivesaudio.com](mailto:acoustical@rivesaudio.com) instead of filling out Page 1.

### **Sending the form:**

#### **FAX to:**

**888-557-6459**

#### **EMAIL to:**

[acoustical@rivesaudio.com](mailto:acoustical@rivesaudio.com)

*If we do not contact you within one business day it means we did not receive your application—please call us directly to sort out any issue that may have caused us not to receive your application at 800-959-6553.*

**Instructions:**

Please be clear and accurate. The more accurate this is filled out, the better we can help you. Our calculations use a variety of software, but the only way we can get good results is from accurate information going in. It may seem like a lot of information we are asking for, but it will be well worth it. The first part is to draw your room on the grid below, detailed instructions for furnishings and windows will follow. If you are sending electronically you will need to print this page and fax separately or e-mail a CAD file to Rives Audio.

0	1			5			10			15			20			25			30
1																			
5																			
10																			
15																			
20																			
25																			
30																			
35																			

1 square = 1 foot

**Walls:**

Please draw in the room as accurately as possible. We will assume the walls are 1/2 inch gypsum on 16 inch centers and the walls are not insulated. Please make a note on any wall where this is different.

**Windows:**

Draw in all windows as an extra line, with end marks. Their location is very critical, so you can write in specific dimensions. We need to know the type of window (or we will assume a thermopane double glaze), we need to know the bottom height (distance from floor to bottom of window), and top height (distance from floor to top of window). Also, put in the window treatment, such as heavy or light drapes, vertical blinds, wood blinds, whether they are cloth covered is important. Also, are they typically open or closed. *If you have any Sonex or other wall acoustical treatment, please draw them like a window, but where it says type of window, put in "Sonex" or "RPG diffuser" or whatever type of wall hanging acoustical treatment it is.* If it is a floor standing treatment, please enter it under furnishings. Label each window, A, B, C, D and then use the table below:

	Bottom Height	Top Height	Total Height	Total Width	Type of Window	Window Treatment
A						
B						
C						
D						
E						
F						
G						
H						
I						

**Doors:**

We will also need to know the location of the doors and what they are made of. Most interior doors are hollow, but some are insulated. This is very important in some of the calculations.

**Floor:**

Please give floor type here: \_\_\_\_\_ (hardwood, glued or nailed, carpet and type, and if known give us the sub floor, i.e. concrete slab, LVL, TJI, or 10" standard supports). It is important to know if this is the basement floor—i.e. on a slab, or a suspended floor. The type of sub floor beyond that makes some, but surprisingly little difference.

**Ceiling:**

What is the ceiling height: \_\_\_\_\_ What is it made of: \_\_\_\_\_  
 Are there any other issues with the ceiling, such as exposed beams, a ceiling fan, hanging lights. If any of these exist please make a note of them below. We need to know the location, dimensions, how high they are (such as a ceiling fan).

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**Furniture:**

Draw in the furnishings on the layout. It is very important to include any cabinets. Number each piece of furniture and fill out the table below. Couches and chairs need to have their material and if they are overstuffed or not. The TV is also considered a furnishing. Please include it's location (unless it's in a cabinet—then the cabinet's location and size will do). If it is a front screen projector, please list the projector and screen as two separate items. We will also need to know their location, including the height of the screen off the floor, and whether or not it is a perforated screen. Also please include any area rugs, their material, size, and location (from drawing). In general small objects, such as a vase, small trash can, small or very thin armed lamp will not affect any calculations, you may of course put them in, but in general it is not necessary. *If you do have any floor standing acoustical treatment, please list it here.* If it is wall mounted, please see the windows section.

	Type	Material	Height	Width	Depth
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					

**Speaker Location:**

Please draw in your speakers on the layout. The location is very important. If they are in a cabinet or build in or can not be moved for other reasons, we need to know this as well. If they are on stands we will also need to know this. If they are on something other than a stand, please let us know the height of what they are placed on. If the surrounds are mounted on the wall, note the height in the stand height (if it's the ceiling just write ceiling). We need to know the angle the speakers are from perpendicular to their rear wall. We also need to know if the speakers are dipole, just put a "YES" in the box for those that are. We can handle almost any number of channels, this is why we've added the boxes of center rear, and a second set of surround speakers. If you are not using all these channels, simple leave those blank, that you do not use. Please label them according to the chart below and fill in the chart.

	Speaker	Brand	Model	Stand Height	Angle	Dipole
MR	Main Right					
ML	Main Left					
C	Center					
SR	Surround Right					
SL	Surround Left					
SB1	Subwoofer 1					
SB2	Subwoofer 2					
CR	Center Rear					
SR2	Surround Right 2					
SL2	Surround Left 2					

The next section is a survey, so that we can tailor our work to best fit your needs. You do not have to answer the questions, but we expect you will be happier with the results if you do. In all of the multiple choice, circle the one that best applies to you. You may feel to write in comments where you feel they are appropriate or will help us understand your needs better.

1. I listen to \_\_\_\_\_% 2 channel audio, and \_\_\_\_\_% home theater or multi-channel. (if either are 0 you may skip question 2). I would like to seat \_\_\_\_\_ people in this room.
2. The most important aspect of this room with respect to sound quality is to:
  1. 2 Channel Audio Quality is by far the most important
  2. 2 Channel Audio is more important than the multi-channel
  3. It's about a split, they are both important to me
  4. Multi-channel is more important than 2 channel
  5. Multi-channel is by far the most important
3. Aesthetics are:
  1. Very important (I don't want to see Sonex on my walls or other ugly room treatment)
  2. Somewhat important (It's okay if you can hide most of it)
  3. Not too important (I'm willing to see it, if it really makes things sound better)
  4. Not at all important (I like equipment, wires, and acoustical treatment showing everywhere)
4. My Equipment:
  1. Changes like the weather, I'm always upgrading
  2. Changes when the stock market is happy, I upgrade once in a while
  3. Changes sometimes, but it's rare. The last upgrade was more than 5 years ago
  4. Will change when cows fly to the moon.
5. I'm willing to make modifications to the room
  1. As long as they are minor, such as surface treatments, drapes, etc.
  2. As long as they are moderate, such as adding carpet and moving some furnishings
  3. As long as it doesn't mean moving walls or other serious construction
  4. As long as it sounds better, I don't care what I have to do.
6. In order to make the room sound right I'm willing to spend
  1. the sky, the moon, and the stars. There is no limit to getting this right.
  2. last year's salary. It's very important to have it right, and I'm not very concerned about the cost.
  3. a fair amount, but I have 2 kids in college, so I can't break the bank on this.
  4. not very much. I want better sound, but please try to be as economical as is reasonably possible.
7. Sound Isolation is
  1. extremely important. I don't want to hear my son's drums in the room next to me.
  2. very important. We live on a busy road and I want to isolate the noise as much as possible
  3. somewhat important. I turn up the music at night and I don't want to wake the kids, but some sound leakage is okay.
  4. not important. I live alone in the remote areas of North Dakota and there really is no point in sound isolation.
8. I listen to music
  1. so loud my ears bleed.
  2. pretty loud, but it's reasonable volume. You can hear someone talk—usually.
  3. not loud at all, about conversation level or slightly above.
  4. quietly. A whisper will drown out the music.



## The Fine Print:

### Overall purpose of the form:

This form should be filled out by persons interested in any of the acoustics consultation services. All levels use the same initial form. You do not have to specify the level you are interested in. We can determine this together once the form is complete, it is generally based on needs and budget.

### Obligation:

This form is completely without obligation. We will review the form and contact you either by e-mail or phone. Typically we will call if there is the need for discussion regarding the form. It is also not necessary to fill out the level of consultation. If you know the level you want, then please fill it out, otherwise we can determine this through the conversation. Once we have determined the level of consultation and you agree to go forward we will request a deposit (see below).

### Payment:

In general we require 1/3 deposit to begin the project. This occurs after the initial phone conversation, where we fully assess the needs of the customer. Below is greater detail for each level of service:  
(Please note these are recommended guidelines, individual dealers may have a different payment schedule)

#### Level 1:

- 1/3 is due upon initiation of the project
- 1/3 is due upon completion and approval of the concept plan
- 1/3 is due upon receipt of the schematic plan

#### Level 2:

- 1/3 is due upon initiation of the project
- 1/3 is due upon completion and approval of the concept plan
- 1/3 is due upon receipt of the schematic plan

#### Level 3:

- 1/4 due upon initiation of project and acceptance of full project plan and payment schedule
- the rest will follow the plan and payment schedule

### Project Phases:

Each project is segmented into phases. Most projects have 4 phases:

1. Dimensions – room is put into CAD and dimensions are verified or in new construction agreed upon
2. Ergonomics – seating, speakers, door placements and basic ergonomic issues are agreed upon
3. Concept – acoustical treatment and devices are put into CAD system as a concept of what will be done to the room
4. Schematics – assembly drawings or construction drawings are produced. All materials used at concept are verified that they will be appropriate

Note: Rives Audio maintains very reasonable design fees. To maintain these fees once a phase is approved by the client, Rives Audio can only work backwards to that phase with additional hourly fees. The additional cost when this occurs is the actual time spent to get back to the current design point. Thus, it is important to carefully consider the approval of each phase as to avoid any additional costs. All payments are non-refundable.

### Alternate methods for sending the form:

If you have a scanner, you may scan the form in and e-mail it to: [acoustical@rivesaudio.com](mailto:acoustical@rivesaudio.com)

You may mail the form to:

Rives Audio  
Acoustical Consulting  
PO Box 5548  
Coralville, IA 52241-0548

You may fax the form to **888-557-6459** (preferred)

I have read and acknowledge the above:

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Signature and date

Note: Not all systems can send electronically. If this is the case, print the filled out form and fax or scan to Rives Audio.