

Waterloo Cart Checklist

Hospital Department _____

Cart Purpose/Function _____

How many Carts do you need? _____ each

Required delivery date? _____ (Typical lead time = 4weeks, 5weeks for custom carts)

Cart need to be a specific height? Indicate height requirements here: _____

How often will this cart be moved? Frequently Rarely Never

Will it be crossing thresholds/seams/gaps? Frequently Rarely Never

Will it be stocked with heavy items? Yes No *3" or 4" casters not recommended on frequently moved heavy carts

Caster Height 5" 4" 3"

Standard Stabilizing bumper? Yes No

Is additional work surface important? Not important/Cart top is enough
One flip up side shelf would be helpful
Two slide outside shelves (one on either side)

Aluminum or Steel? Aluminum Steel

Unicart or Med-Jr? Unicart Med-Jr (Narrow Cart)

What type of lock is required? Tamper evident/Leverlock Standard Key
Mechanical Pushbutton Electronic Keypad Lock
Proximity Card Reader WiFi Connectivity

Keyed Alike or Differently? Alike Differently

Indicate desired drawer configuration: Drawer #1 _____ Drawer #6 _____
Write in 3", 6", 9" or 12" Drawer #2 _____ Drawer #7 _____
(note: Steel carts come with mandatory 4" drawer in top position) Drawer #3 _____ Drawer #8 _____
Drawer #4 _____ Drawer #9 _____
Drawer #5 _____

What color cart Exterior is desired? Gray Red Electric Blue _____

What color drawer fronts are desired? Charcoal Dark Blue Electric Blue Fairway Green
Light Blue Light Gray Natural Orange
Pink Red Spring Green Teal
Violet White Wine Yellow
Cherry Maple _____

What accessories are needed? Cardiac board Sharps Bracket Defibrillator Shelf
O2 Tank Bracket IV Pole Glove Box Holder
Chart Holder Suction Shelf Tilt-Bins
Waste Basket Tape Dispenser Power strip
Other _____ Other _____ Other _____
Other _____ Other _____ Other _____

How would you like carts to arrive? Standard Delivery "Fully Assembled" Delivery

"Standard delivery" - the carts themselves come assembled and only need push handles to be installed (tool included). Accessories are NOT mounted and the customer is responsible for accessory assembly.

“Fully Assembled Delivery” - for a small fee (typically \$30-40 per cart) we can pre-mount accessories prior to shipment, providing a “Turn-key” cart solution. Carts arrive ready to roll into service and will arrive shrinkwrapped and on pallets. Additional freight fees may apply so call for freight quote. **NOTE: IV poles, Defibrillator shelves, Vertical tilt bin rails, and Shelving units will not be pre-mounted due to increased risk of freight damage.**