#### **Pre-built fibre order form**

**Please note, the following requirements need to be met before we can**

**proceed with your request to install an ONT (fibre box) on the wall of your new dwelling:**

1. Power must be available at the premises for us to test the new fibre connection. This can be temporary for when the technician arrives.
2. Your contractor has followed Chorus wiring standards. These can be found at <https://www.chorus.co.nz/develop-with-chorus/docs/technical-requirements-premises-wiring>
3. Your walls will be gibbed and painted before our technician visits.
4. You have received your local council addressing letter or email, so we are able to update the addresses into our network systems.

**For properties where home distributor hubs (star wiring box) have been installed, please also ensure:**

* Power plugs and cables are correctly positioned for the hub door to close.
* The hub is plastic (not metal) to allow the modem to transmit.
* If the hub is not in the central area of the home (e.g. in a garage) there is an ethernet cable pathway and port to the home hub (e.g. living room) where the modem can effectively transmit wifi.

**Once you’ve checked on the above, fill out the details outlined below, attach along with your local Council addressing letter and email the documents to**pre-built\_fibre@chorus.co.nz.

We will aim to process your request within the next 10 business days and be in touch with next steps.

|  |  |
| --- | --- |
| Primary contact name |  |
| Primary contact phone number |  |
| Primary contact email address |  |
| Site contact name (if different from above) |  |
| Site contact phone number |  |
| Site address |  |
| Chorus NPD job reference (if known) |  |
| Preferred date for tech visit (see above re power and gibbing) |  |
| Health & Safety induction required for tech? (If yes, please attach details) |  |
| Total number of ONTs/fibre connections required (should match council address letter, unless you are staging the install) |  |
| Anything else you want us to note?  |  |

By submitting this form you are agreeing to Chorus’ Privacy Policy which can be found at <https://www.chorus.co.nz/privacy-policy>. Chorus will use your information for the purposes of managing your request as well as contacting you with relevant future updates.