

Window Graphics Quote Prep Checklist

Prepare storefront photos, window details, message goals, removal needs, and rollout scope before requesting an estimate. It helps clarify whether the project is a single decal, a full storefront package, a campaign update, or a multi-location rollout.

1. Property Details

Field	Buyer Notes
Property address	
Business type	☐ Retail ☐ Restaurant ☐ Office ☐ Clinic ☐ Salon ☐ Franchise ☐ Shopping center ☐ Other: _____
Owned or leased	☐ Owned ☐ Leased
Landlord criteria available	☐ Yes ☐ No ☐ Not sure

2. Graphic Type & Message Goals

Category	Selection / Preferences
Graphic Type	☐ Cut vinyl lettering ☐ Printed decals ☐ Clear decals ☐ Opaque decals ☐ Perforated graphics ☐ Frosted/privacy vinyl ☐ Window clings ☐ Door vinyl ☐ Seasonal campaign ☐ Full storefront package ☐ Not sure yet
Message & Visibility Goals	☐ Store hours ☐ Branding ☐ Promotion ☐ Privacy ☐ Product messaging ☐ Pickup/delivery ☐ Hiring ☐ Multi-location campaign
Graphic Duration	☐ Temporary ☐ Seasonal ☐ Long-term ☐ Not sure

3. Existing Window & Site Specifications

Specification	Details
Existing Graphics on Glass	☐ Yes ☐ No ☐ Unknown
Possible Needs	☐ Remove old vinyl ☐ Remove residue ☐ Replace faded graphics ☐ Update hours ☐ Replace campaign graphics

Site & Installation Details

Approx. number of windows: _____ Door vinyl needed: ☐ Yes ☐ No ☐ Maybe
Approx. window sizes: _____
Application preference: ☐ Inside glass (2nd surface) ☐ Outside glass (1st surface)
☐ Not sure
Access concerns: ☐ Sidewalk ☐ Parking lot ☐ Busy hours ☐ Interior limits ☐
After-hours

Project Scale & Timeline

Project scale: ☐ Single window ☐ One storefront ☐ Multi-location rollout
Number of sites, if multi-location: _____ Target completion date: _____

Public Note: This checklist is for estimate preparation only. It does not replace site-specific review, landlord review, permit review where required, installation review, material review, surface condition review, or a confirmed project quote. Final requirements depend on window size, coverage, vinyl type, application side, glass condition, removal needs, landlord criteria, permit requirements where applicable, site access, and approved specifications.