



## **Installation Policy – 2020** **Fiber optics and Low Voltage LED**

### **FIBER OPTIC INSTALLATION**

Luxam fiber optic lighting requires more diligence during installation than standard wash lighting. Each individual fixture is focused onto objects mounted within the casework.

There are three stages of installation:

#### 1) BASIC FITTING

The fibers or Lightsticks are installed into the cases. No optics are fitted to the tail ends and no tails are being fixed into position.

#### 2) FIRST FIX

The Lightsticks or fibers are placed, directed and fixed into position to give a wash over the artifacts. They are fixed into position at regular intervals and directed towards the interior of the case. The purpose and result of this stage is to have the lights on in the case.

#### 3) FINAL FOCUS

In this stage, which is always taking place in cooperation with the curator, the lights are directed from the interior to the artifact. Final focus requires the objects *and any labels or signage* to be in position within the case prior to our work. If object positions change during the focus we will have to re-set the fixtures and fibers adding to the time on site. The light is adjusted into a certain direction and shape to highlight the objects and produce multiple levels of light for objects of differing conservation requirements.

Prerequisite:

It is important to know before the basic fitting if a final focus will be taking place because it determines the number of tails and their position and therefore, the length of the bundle. It is also important for the client to understand the parameters necessary for Luxam to finish the installations All three phases of installation can be accomplished on one trip or broken into multiple trips. Basic fitting and first fix



functions do not require objects to be present at the time of installation. Any object elevation drawings or additional directions prior to our arrival will help us keep the time on site to a minimum. This preparation must be confirmed in writing by the client before Luxam travels to the site. All travel related expenses incurred will be billed to the client.

Scheduling:

Dates and times for installation must be coordinated with the client prior to travelling to the site. Because changes to the schedule are bound to happen, Luxam will strive to accommodate your schedule. In the event of changes/cancellations of labor and travel arrangements made by the client, Luxam will charge any cancellation fees from contract labor, hotels, and airlines to the client. If the travel is already initiated these fees will also be due.

Additional time on site due to changes made by the client will be billed at normal day rates agreed upon and expenses.

**LED LOW VOLTAGE – Micro Track LED systems and Specialty linear and vertical lighting**

Luxam can install and focus our LED systems onsite to your specification. Duties can include attachment of support systems and track, placement of fixtures and accessories, and final focus and dimming upon the objects.

Luxam installers are not Licensed Electrical contractors. The client must employ their local electricians for all tie-in Luxam's low voltage systems to their house electrical systems. If the available power is Edison outlets Luxam can simply plug ins to the house systems.

Prerequisites:

Any object elevation drawings or additional directions prior to our arrival will help us keep the time on site to a minimum. This preparation must be confirmed in writing by the client before Luxam travels to the site. All travel related expenses incurred will be billed to the client.

Scheduling:

Dates and times for installation must be coordinated with the client prior to travelling to the site. Because changes to the schedule are bound to happen, Luxam will strive to accommodate your schedule. In the event of changes/cancellations of labor and travel arrangements made by the client, Luxam will charge any cancellation fees from contract labor, hotels, and airlines to the client. If the travel is already initiated these fees will also be due.



LUXAM MUSEUM LIGHTING

Additional time on site due to changes made by the client will be billed at normal day rates agreed upon ,and expenses.

Signed \_\_\_\_\_

Date\_\_\_\_\_

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