



**BELLA MIA, INC.**

401 HOST DRIVE

LAKE GENEVA, WI. 53147

TEL: 262-248-6759 FAX: 262-248-6959 EMAIL: SALES@MIA.NET

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### Colocation Check List

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- Your server, fully configured with your software and operating system installed and ready to go. This includes configuring your the IP address you were assigned to your NIC.
- Make sure you have plenty of RAM.
- Pack your server its original box(if available) making sure it is safely packed in foam.
- Make sure you have insured your server for transit with your mail carrier or postal service.
- You may also want to consider purchasing insurance for it while it is collocated.
- Provide us with the name and versions of the Operating System and Server Software you intend to use, as well as the remote management software you will be using.
- Please provide us with a username and password so that we may be able to gain access for initial configuration and troubleshooting. You can remove access to this user/pass combo once we have set up your machine.
- Provide us with the brand name, model number, serial number, of your server, as well as the Processor type/speed, hard drive size, and RAM.
- Include all cables, ie: power cords, etc.
- Let us know in advance of the domain name that this server will have so that we may have the DNS set up for its arrival. (only applies if we are handling DNS for you)
- Inform us in advance of the ship date, carrier and air bill/tracking number. Email tracking number to support@mia.net With the subject "Attention Tracking and your customer number"
- Ship your server to:  
**Bella Mia, Inc.**  
**401 Host Drive**  
**Lake Geneva, WI. 53147 - USA**  
**tel: 262-248-6759**  
**email: support@mia.net**

We will provide an IP Address for your server and all primary and secondary DNS Services if necessary, line conditioned UPS Power, Ethernet Cable, and a port on our switch. We will provide 24/7 monitoring of your server via our paging and monitoring system. We will provide you with username/password to access your web based Traffic Graphs and will also provide emergency contact numbers including, email, phone and after hours pager.

If you have any other questions or require some other special attention with regards to your servers shipping, please call us at 888-576-5594 Thank you!

(UPDATED 3-9-11)