

# SOUTH ADAMS HIGH SCHOOL

## Laptop Repair Form

1st Copy \_\_\_\_\_

2nd Copy \_\_\_\_\_

3rd Copy \_\_\_\_\_

### USER DETAILS (to be completed by student/parent)

Name of User (student)	
Parent/Guardian Name	
Mailing Address	City
Home Phone	Parent/Guardian Cell
Parent/Guardian email	

### EQUIPMENT DETAILS (to be completed by Technology Department)

Serial Number	Inventory Number
Number of claims on this device this school year	Damage result of Accident Intentional Neglect
Repair Covered by \$25.00 Deposit      yes      no	Student Made \$25.00 Depoit      yes      no
<b>Replacement Costs</b>	
Senior Device    \$ 150.00      Screen      \$ 125.00      Hinge      \$ 20.00      Hard Drive      \$ 115.00	
Junior Device    \$ 250.00      Keypad      \$ 45.00      Battery      \$ 140.00      DVD Drive      \$ 40.00	
Soph Device      \$ 350.00      Palm Rest    \$ 95.00      Power Cord    \$ 60.00      Laptop Bag      \$ 40.00	
Frosh Device    \$ 450.00      Bezel      \$ 45.00      Power Button    \$ 20.00	
Total Replacement and/or Repair Cost      \$	<b>TOTAL AMOUNT OWED BY STUDENT</b> \$

### DAMAGE DETAILS (to be completed by student)

Date Damage Occurred	Date Reported to Tech Center
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*How did the damage occur? please be very specific, use the back of this sheet if more space is needed*

***No repairs will be made to the device until this form has been returned, completed and signed, and accompanied by payment in full, if payment is required.***

*The information provided on this claim form is true and correct to the best of my knowledge.*

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_