



Customer Repair Authorization Page

Contact Information	Name:
Date:	Phone:
Zip:	Email:

Computer Information	
Password:	Desktop ___ Laptop ___ Phone ___ Tablet___ PwrSup: Yes___ No___

Problem description
What problem(s) are you experiencing?
How did you hear about us? Craigslist _ Internet/Website _ Newspaper _Manta/Yelp/Google+ _Friend _Other_

IMPORTANT ABANDONMENT POLICY

All repairs must be picked up within 10 business days of completion. A storage fee of \$10/week will be charged beginning on day 11. After 45 days the unit will be considered abandoned and property of The Computer Shop. X_____

Official Use

Recommendation after diagnostics	Notes	Repair confirmation
		Spoke to who: Date: Complete job? Yes No

Work Performed	
___ Email Setup (\$30) ___ Data Transfer (\$55) ___ Tune-up & Cleaning (\$99) ___ System rebuild (\$125) ___ Software installation (\$20) ___ Desktop motherboard (\$50 + parts \$_____) ___ Laptop motherboard (\$90 + parts \$_____) ___ DC jack replacement (\$75 + parts \$_____) ___ LCD replacement (\$50 + parts \$_____) ___ Printer installation (\$35)	Other service(s) ___ ___ ___ ___ ___ Date picked up: