



# Computer Repair Enquiry Form

**Print Form**

Zphu Computer Repair

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**PLEASE READ BEFORE TURNING IN YOUR SYSTEM:**  
Make sure that you have any CDs / Software that came with the system at the time of turn in. Failure to turn in these items may result in the delay of your repair.

## Customer Information

Name \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_ E-mail \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_ Postcode \_\_\_\_\_

## Information About Your PC

My computer is a:

Desktop PC

Laptop PC

Other (Please Specify Below)

Brand \_\_\_\_\_

Model \_\_\_\_\_

Operating System \_\_\_\_\_

Date Purchased \_\_\_\_\_

Service Requested:

Cleaning

Computer Repair

Hardware Install

Sales Request

## Tell us, whats wrong?

What is wrong with the PC? Be as detailed as possible. - List special requirements for sales enquiry.

Things to mention:

- \*Crashes, or system freeze
- \*Error messages
- \*New programs installed
- \*New hardware or accessories installed.
- \*Anything you may have tried to repair the problem already.

\* If this is a sales enquiry - please list any special requirements you will have for your new system.

## In bringing my personal computer for maintenance or repair to Raycraft Computer Consultants, I understand and agree to the following:

- \* Zphu computer repair 2014 does not accept responsibility for any damage to my computer's hardware or peripheral devices.
- \* Zphu computer repair 2014 does not accept responsibility for backing up any data or installed software applications that may be on my computer's hard drive. I am responsible for making sure that any critical data is backed up before bringing my computer to zphu computer repair 2014 and for providing copies of any licensed software if necessary.
- \* I acknowledge that a zphu computer repair 2014 technician will work on my computer as soon as possible after I bring it in.
- \* When I drop off my computer, a Raycraft Computer Consultants technician will give me an estimate of when the repair or maintenance will be finished. If this estimate changes, the technician will notify me at the phone number or email address listed above.
- \* I understand that when I bring in my system for repair and/or work that I will be charged a minimum of 1 hour work on the computer. Any further work needed will be quoted.
- \* When I pick up my computer, I will make sure that I also pick up all peripheral devices and media, and I will not hold zphu computer repair 2014 responsible for the subsequent loss of any items that I may leave behind.
- \* Zphu computer repair 2014 technicians will work on my computer to the best of their abilities; however zphu computer repair 2014 does not guarantee that its technicians will be able to solve the problem or problems that my computer is experiencing.
- \* I agree to pay for all products or services supplied by zphu computer repair 2014 upon presentation of invoice . I am aware that if I do not pay the balance, in full, within 7 days and the account becomes overdue, it may be issued to a debt collection agency for recovery and all additional costs will be added to my account.

Signed By: \_\_\_\_\_

Date \_\_\_\_\_