

**FORT BLISS CLAIM
COMPUTER REPAIR FORM**

Repairperson:

The claim office must determine the nature and cause of internal damage to the computer. Please complete the form to the best of your ability.

Thank You.

1. Name and Address of Repair Firm:

Claimant's Name:

Date Examined: _____

Name of Person Completing Form: _____

Phone: () _____

2. Item Description:

Item Examined: _____

Manufacturer: _____

Year Manufactured: _____

Item Specification:

Processor Type and Speed _____

Hard Drive Capacity _____

RAM Capacity _____

Internal External _____

Sound Card Type / Specifications _____

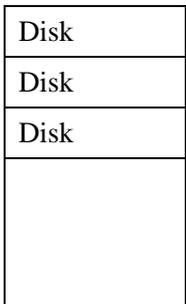
Video Card Type / Specifications _____

CD ROM Drive Type / Speed _____

Monitor Size / Description _____

Other Components / Description _____

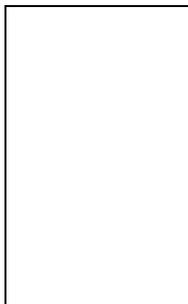
3. External Damage: Please check none if there is no external damage to the item. None
Please use the following diagrams to indicate the location of any external damage to the item.



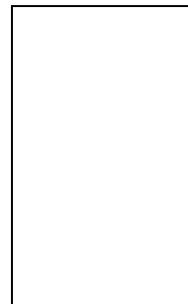
FRONT



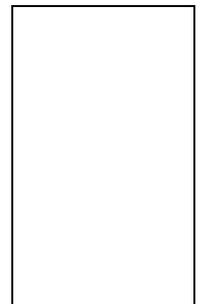
LEFT SIDE



RIGHT SIDE



REAR



BOTTOM

3. **External Damage** (continued)

Please give a detailed description of the type and location of the external damage:

4. **Internal Damage:** Please check none if there was no external damage to the item.

None

Please check the components, which were damaged, and the appropriate response.

- | | |
|---|---|
| <input type="checkbox"/> Processor | <input type="checkbox"/> The Processor was loose /cracked / broken |
| <input type="checkbox"/> Hard Drive | <input type="checkbox"/> I physically opened the hard drive and examined it. |
| | <input type="checkbox"/> There was obvious physical damage to the inside of the hard drive. |
| | <input type="checkbox"/> I used scanning software to determine that there was damage to this component. |
| <input type="checkbox"/> Modem | <input type="checkbox"/> The modem was loose / cracked / broken |
| <input type="checkbox"/> Sound Card | <input type="checkbox"/> The sound card was loose / cracked / broken |
| <input type="checkbox"/> Video Card | <input type="checkbox"/> The video card was loose / cracked / broken |
| <input type="checkbox"/> CD ROM Drive | <input type="checkbox"/> There was obvious physical damage to this component |
| <input type="checkbox"/> Mother Board | <input type="checkbox"/> The mother board was loose / cracked / broken |
| <input type="checkbox"/> Other Circuit Boards | <input type="checkbox"/> The board was loose / cracked / broken |
| <input type="checkbox"/> Power Supply | <input type="checkbox"/> There was obvious physical damage to this component |
| <input type="checkbox"/> Monitor | <input type="checkbox"/> I physically opened the monitor casing and observed internal physical damage |

Please give a detailed description of the type and location of the internal damage.

Could the type of damage observed been directly caused by rough handling during shipment? (i.e., hard impact, dropping, being thrown, etc.) Yes No Can't Tell

Is there evidence to support the damage being caused by factors other than rough handling (i.e., normal wear and tear, power surge, temperature changes, foreign particles inside the machine, etc.) Yes No

Please explain _____

5. **Estimate**

Estimated Cost of Repair

Estimate Cost of Replacement Part

Please check if part was upgraded

\$	\$	<input type="checkbox"/>
Cleaning, adjustment or other services	\$	
Tax	\$	
Labor	\$	
Total	\$	
Estimate Fee	\$	

Please check if estimate fee will be deducted from repairs

Please indicate reason for upgrades:

- Part no longer manufactured / available
- Part available, but not carried by this repair firm
- Request of customer
- Other, please specify _____

6. **Market Value of Computer in Undamaged Condition:** \$ _____

Please print your name _____

Signature _____

Date Signed _____

Comments _____