

RIVERVIEW SCHOOL DISTRICT

DEVICE REPAIR REQUEST

Date: _____

Building/Grade: _____ / _____

Student Name: _____

Student LOGIN ID#: _____

Riverview School District Tag# of Laptop: _____

DO NOT RETURN THE POWER CORD UNLESS IT IS REGARDING A POWER ISSUE

PLEASE CHECK ALL THAT APPLY:

- Machine won't power on even when plugged in - **INCLUDE THE POWER CORD** with your name taped to it
- Won't connect to the WiFi
- Screen is cracked and/or has black splotches or lines
- Track pad and/or keyboard isn't working
- Machine turns on but screen stays blank
- Machine freezes or stops working
- Received the following Error Code/Message: _____
- OTHER: _____

FOR TECHNOLOGY DEPARTMENT USE:

Date received: ___ / ___ / _____

Date returned/replaced: ___ / ___ / _____

| REPLACEMENT RSD Tag # | REPLACEMENT Serial Number |
|--------------------------|------------------------------|
| | |

Power Cord returned with laptop? Yes or No

FOR SCHOOL BUILDING OFFICE USE:

| Loaner Device RSD Tag # | Loaner Power Cord RSD Tag # | Date Issued: | Date Returned: |
|----------------------------|--------------------------------|--------------|----------------|
| | | | |