



Computer Repair and Services Invoice

Company: _____ Address: _____
City: _____ State: _____ Zip Code: _____
Telephone: _____

Client Name:	Client Number:
Prepared by:	Date Prepared:
TAG:	W/O:
Model:	S/N:

Your product has been: ☐ Repaired ☐ Exchanged ☐ Upgraded ☐ Returned not repaired

Summary of Repairs		
<input type="checkbox"/> Unit was reloaded.	<input type="checkbox"/> AC Adapter	<input type="checkbox"/> Hard Drive
<input type="checkbox"/> Optical drive	<input type="checkbox"/> System Board	<input type="checkbox"/> RAM memory
<input type="checkbox"/> Heatsink	<input type="checkbox"/> CPU	<input type="checkbox"/> Keyboard
<input type="checkbox"/> Touchpad	<input type="checkbox"/> Mouse	<input type="checkbox"/> Fan
<input type="checkbox"/> LCD	<input type="checkbox"/> Hinge	<input type="checkbox"/> Other _____

Invoice		
SKU	Description	Price
		\$
		\$
		\$
Subtotal (without taxes)		\$
Grand Total		\$

Technician's Notes:	
Don't forget:	
• Change your password, it is no longer secure	• Questions can be directed to _____
• Update your antivirus and security tools	• Our work is guaranteed for _____ Days

I (the customer) hereby state that the work (the service) stated above was done to my satisfaction. I also recognize that it is my responsibility to inform Repair Place of any other faults or defects within the warranty period of the work. I have picked up all items left by me (the customer) at Repair Place, any items not picked up I authorize Repair Place to throw out/destroy. Claims of damage done by the work (dents, scratches, etc...) must be made at the pickup time and not after. Claims made after are null and void. The unit (and all accessories) are now in my (the customer's) possession. Repair Place guarantees the labour of the work for a period of 90 Days.

Customers Signature

Date