



564 Joseph Road
 Manteca, CA 95336
 (209) 824-2550
 Open Daily

SERVICE REQUEST FORM

Billing Information If same as contact Information

Name:		
Address:	City:	Zip code:
Phone:	Cell phone:	
E-mail Address:		

Contact Information

Name:		
Address:	City:	Zip code:
Phone:	Cell phone:	
E-mail Address:		

Equipment Information:

Manufacture	Model #	Serial #	
Is your equipment under warranty?		Warranty Information:	
Username	Password	2nd Username	2nd Password
Internet Service Provider	Username	Password	

Information About Your Data:

My data has been backed up
 I do not wish to back up my data
 Please backup my data (estimated 1hr. labor)

Please describe the problems:
Also include any error messages you're receiving. If you need more room you can use the back of this form.

Where would you like your equipment to be serviced at?

On-Site for \$40.00 /hr.
 At RCS. We will pickup and deliver for \$10.00 plus In-shop rate of \$30.00 /hr.
 At RCS You will drop off your equipment \$30.00 /hr.
 Remote Assistance We will connect to your PC \$40.00 /hr.

Authorization: I authorize up to \$_____ in labor and parts
 Please call me after diagnostics is completed (A diagnostic fee of \$30.00 applies)

I authorize Residential Computer Service to repair my equipment. I understand that (1) the cost of repair is labor, parts and any shipping, (2) hourly labor rates are as indicated above. (3) I understand there is an estimate and diagnostic fee of \$30.00 per unit and applies whether or not repairs are performed, even if the problem cannot be located. Any equipment not claimed within 30 days becomes property of Residential Computer Service. Additional warranty, terms & conditions and company policies can be obtained by visiting the company website located at <http://www.rcsofmanteca.com>

X _____ X
 Authorized Signature Date

Customer called with estimate for \$_____	Approved to proceed with repair on:_____	Time:_____	Warranty Repair?_____
Beginning Mileage:_____	Ending Mileage_____	Total Mileage_____	
Pick-up date:_____	Return date:_____	Time Arrived:_____	Time Left:_____
Total Time on-Site or worked?_____			