

# TMSD TECH FORM

## SCHOOL

TAOS HIGH SCHOOL  TAOS MIDDLE SCHOOL  Ranchos  Enos  Arroyos

The Device to be repaired is assigned to:

STAFF NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

OR

STUDENT NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

PARENT NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

STUDENT GRADE: \_\_\_\_\_

ISSUE/ REQUEST: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Lap top  iPad  Accessory

DEVICE NUMBER (ASSET TAG): \_\_\_\_\_ CHARGER  YES  NO

## TECH STAFF ONLY

RECEIVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_ Time: \_\_\_\_\_

COMPLETED BY: \_\_\_\_\_ DATE: \_\_\_\_\_ Time: \_\_\_\_\_

NOTES BY TECH:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

DEVICE RETURNED  NEW DEVICE (ASSET TAG): \_\_\_\_\_ CHARGER  YES  NO

RETURNED TO STUDENT/STAFF DATE: \_\_\_\_\_

PICKED UP BY: \_\_\_\_\_ DATE: \_\_\_\_\_