

HARD DRIVE DATA RECOVERY REQUEST FORM

Before an Innovative Computer Systems technician can attempt data recovery on your hard drive, you must complete this form. Check the appropriate service type and sign below.

innovativecomputersystems

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PLEASE FAX, E-MAIL, OR BRING THIS COMPLETED FORM WITH YOU WHEN YOU DROP OFF YOUR PC OR DRIVE.

Company Name	
Contact Name	
Customer Address	
Daytime Phone	
Mobile Phone	
E-Mail Address	

Date / /

I will drop off my computer system or hard drive
 Pickup my PC/Drive - \$50 plus tolls & parking
 Deliver my PC/Drive - \$50 plus tolls & parking
Pickup and Delivery available up to 30 miles from office

Computer/Drive Make /Model/Description	
Payment Method	Terms Visa MC Amex Check Cash
Credit Card #	
Expiration Date	

Type of service: <input type="checkbox"/> Standard	<p><u>Standard Service</u> You send in your media for a free evaluation. We do a "check up" of your media. The evaluation takes 1 to 3 days (on first-come-first-serve basis) and we will then generate a quotation for you. You then decide whether to let us continue with the data recovery. If the job is cancelled upon quotation, there will be a cancellation fee of \$50. There will be no charge if data is not recoverable.</p>
<input type="checkbox"/> Priority	<p><u>Priority Evaluation</u> It is the same as standard service except that we will expedite the evaluation and provide you a quotation within 24 hours. There will be a fixed priority evaluation fee of \$50. There will be no charge if data is not recoverable.</p>
<input type="checkbox"/> Express	<p><u>Express Service</u> We will attempt to recover your data within 8 hours so there will be no need for evaluation, quotation and confirmation. We will quote you a fixed price (generally 20 to 40% more than normal pricing) upon receiving your request via the phone or email. If the job is cancelled upon quotation, there will be a cancellation fee of \$75. There will be no charge if data is not recoverable.</p>

List data to be recovered:

Authorized Signature

Date

ANY HARDWARE NOT PICKED UP AFTER 30 DAYS WILL BE DEEMED ABANDONED AND WILL BECOME THE SOLE PROPERTY OF INNOVATIVE COMPUTER SYSTEMS.