

# The Little Laptop Shop

New York City



**9 Clinton St. NYC, NY 10002**  
**Tel # 212-674-3111 Fax 212-674-2226**

## Service Request

Customer Name: \_\_\_\_\_

Address: \_\_\_\_\_

Tel# \_\_\_\_\_ Email: \_\_\_\_\_

Laptop Brand & Model Number \_\_\_\_\_

Please Describe Problem in Detail: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### **Parts Included or Sending with Laptop:**

AC Adapter Yes No          Laptop Carry Bag Yes No          Wifi Card Yes No

Other (Describe) \_\_\_\_\_

Our Diagnostic Fee is \$39. We will call you within two days of receipt of laptop. If the repair cost more than this fee we will request your approval by phone before continuing work. The \$39 diagnostic is applied toward your repair. We are happy to supply you with a written estimate by email, mail or fax if requested. Please do not ship any extra parts or devices. We will not take responsibility for non-required parts sent with laptop. By signing this you authorize The Little Laptop Shop to start repair and agree to the terms and conditions on [www.littlelaptopshop.com](http://www.littlelaptopshop.com).

Work Order Authorization: \_\_\_\_\_ (Customer's Signature)