

REQUEST FOR REPAIR / SERVICE

Please mark (X) in the device box:

CPU	
Monitor	
Printer	
Laptop	

UPS	
Multimedia	
Photocopier	
CCTV	

Others (Pls Specify):.....

.....

Fault Identified:

Make

Model

Serial No.

i

Inventory No:

Requested By:..... Recommended HOD:.....

Name:..... Official Frank:.....

Designation:.....

Date:.....

Mobile No.:.....

Electronics Repair Man/ ERSU,

Please attend the above work and give your report.

Date:.....

Head/ ERSU

Report of the Electronics Repair Man:

.....

.....

.....

.....

.....

.....

Date

.....

Signature