

# LAPTOP JACKS SERVICE FORM

## Ship your laptop to:

Attn: Service Department  
Laptop Jacks, Inc.  
19501 W Country Club Dr #1609  
Aventura, FL 33180  
305.792.2644

**Please fill out this form completely, intial each page and  
acknowledge the terms and condition**

## Customer Contact Infromation

Company's Name: \_\_\_\_\_

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Alt Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## Customer Shipping Address

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

## Make & Model

\_\_\_\_\_

## Included Accessories

AC Adapter  Battery

## Customer Laptop Needs

To Be Diagnosed

To Be Repaired

Description:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Initials: \_\_\_\_\_

### Payment Information

Money Order       Zelle (Send it to: [sales@laptopjacks.com](mailto:sales@laptopjacks.com))

### Customer Billing Address

Company's Name: \_\_\_\_\_

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Billing Address \_\_\_\_\_

City, State \_\_\_\_\_ Zipcode \_\_\_\_\_

### Terms and Conditions

\* Under no circumstances will Laptop Jacks, Inc. or employees be responsible for lost data.

We highly advise to back up all your data.

\* Under no circumstances will Laptop Jacks, Inc. or employees be responsible for any damages of any kind during shipping. The customer is responsible to properly and safely packing their device. We highly recommend to add insurance when shipping.

\* The customer acknowledges and agrees to make full payment within 14 business days after the requested repair is completed. If the undersigned fails to make the payment by the deadline the device will be considered abandoned and Laptop Jacks will hold the right to sell  
**By signing this document, I, the customer, acknowledge and agree to all the terms and conditions hereby disclosed.**

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_