



# JOB ORDER REQUEST FORM

We reserve the right to reject uncompleted and unsigned forms.

## FOR OFFICE USE ONLY

- DIAGNOSTICS
- ESTIMATE
- COMPLETED
- CANCELLED
- COLLECTED
- DISPOSED

C  
P  
L  
2  
5  
1

### CUSTOMER'S DETAILS

(In BLOCK CAPITALS)

First Name  Last name

Address

Postcode

Mobile  Telephone

E-mail Address

1  
K  
C  
0  
1  
5  
3

Computer Password:

### ABOUT YOUR COMPUTER

Computer Type: Desktop  Laptop  Mac  Other: \_\_\_\_\_

Computer Make: Acer  Dell  Toshiba  Sony  HP  Other: \_\_\_\_\_

Would you like us to save your files? Yes  No  (additional fee may apply for data backup)

Computer Model: \_\_\_\_\_ Under Warranty? Yes  No  (less than 1 year)

Please describe your computer problem: \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

*I accept the labour fee incurred and understand that additional charges may apply for additional components. Signature confirms acceptance of Computer Place London Terms and Conditions of Service (read [www.computerplacelondon.co.uk/terms](http://www.computerplacelondon.co.uk/terms)).*

CUSTOMER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

CODE:



### COLLECTION SLIP

Leave this part we will complete it while you wait.

Computer Type: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_ JOB REFERENCE

Booked by: \_\_\_\_\_ Signature: \_\_\_\_\_

**Computer Place London, 206 Caledonian Road, King's Cross, London N1 0SQ.**

Tel: 020 7871 7631 • Mob: 079 4499 6611 • Fax: 020 7100 3207 • [info@computerplacelondon.co.uk](mailto:info@computerplacelondon.co.uk)

We will normally send you text message or give you a call after diagnostics or repairs. Open Mon - Sat 10am - 6pm.  
If you ask someone else to come and collect your computer from us, you must tell us via sms text message.

Any property left with Computer Place London unclaimed for 14 days, will be disposed. At which time, Computer Place London shall have no liability to the client or any third party (read Terms and Conditions - [www.computerplacelondon.co.uk/terms](http://www.computerplacelondon.co.uk/terms)).

C  
P  
L  
2  
5  
1  
1  
K  
C  
0  
1  
5  
3