



**ComputerBay.org**  
219-322-3004

- Please box the unit in the original factory packaging or equivalent
- Do not include accessories (cables, brackets, manuals, etc.) unless the accessory is related to the problem
- Fill this form as complete as possible and include with unit
- Ship the unit with adequate insurance to:

**Computer Bay  
Service Department  
111 East Joliet Street  
Schererville, IN 46375**

## Request for Repair

Company Name: \_\_\_\_\_ Date: \_\_\_\_\_

Contact Name: \_\_\_\_\_  
*Last First Title*

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

Phone Number:( \_\_\_\_\_ ) Preferred Contact  Email  
*Area Code Number Extension* Method:  Phone

Billing Address: \_\_\_\_\_  
*Street*  
\_\_\_\_\_  
*City State Zip Code*

Shipping Address: \_\_\_\_\_  
*Street*  
Same as Billing?  \_\_\_\_\_  
*City State Zip Code*

Brand: \_\_\_\_\_ Model: \_\_\_\_\_  
Date of Purchase: \_\_\_\_\_ Where Purchased: \_\_\_\_\_  
Serial Number: \_\_\_\_\_

Description of Problem: