



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: (_____) _____
Area Code Number Extension

Preferred Contact Method: ☐ Email ☐ 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: