



St. Mary's Catholic School Laptop Damage Report

Student Name: _____

Computer ID #: _____ Date of incident: _____

Description of damage or loss:

NOTE:

*I understand that I am responsible for certain costs related to damage/loss not covered by the warranty as specified in the **St. Mary's Catholic School Student Technology Handbook**.*

I also understand that St. Mary's Catholic School will arrange for all repairs from its vendor. I understand that I am prohibited from trying to repair the laptop on my own. I further understand that the School will not issue this or another Device to my child until all applicable parent repair/replacement fees have been paid or payment arrangements have been agreed upon.

Parent Signature

Date

Student Signature

Date

Submit this form with damaged laptop to the SMCS Office