

# MCS Grades 3-6 Chromebook Return Form

Student Name (print): \_\_\_\_\_

Dell Service Tag (7-digit): \_\_\_\_\_

**This area to be completed by staff on Collection Day**

Item(s) Checklist:

\_\_\_\_\_ Chromebook                      \_\_\_\_\_ charger (power cord)                      \_\_\_\_\_ charger (power brick)  
\_\_\_\_\_ broken/damaged screen (Y/N)                      \_\_\_\_\_ above normal cosmetic damage (Y/N)

Collection Staff Member Name: \_\_\_\_\_

\*\*\*Please **DO NOT** turn in any additional items purchased (such as covers/skins, USB devices, etc.)\*\*\*

## \*\*\*IMPORTANT\*\*\*

Please describe any known problems/defects with the unit below, so that all necessary repairs can be made in preparation for start of next school year.

- Does the Chromebook power on normally?
- Does the keyboard work?
- Does the touchpad (mouse) work?
- Does the battery charge properly?
- Are there any defects with the AC adapter?
- Other issues (briefly describe below)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Parents/guardians/students are responsible for the cost of repairs that are the result of willful damage to the Chromebook or power supply/cord. In the event the Chromebook or power cord become lost or stolen, the parent/guardian/student will be responsible for the cost to replace them. Invoices with Chromebook charges will be mailed to parents and they are responsible to pay them. Outstanding charges may result in withholding report cards. A Chromebook will not be issued in the following year until payment is received.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PAID \_\_\_\_\_

NEEDS INVOICED \_\_\_\_\_

PAID BY: CASH or CHECK