

Laptop Return Sheet

Have a great Holiday!

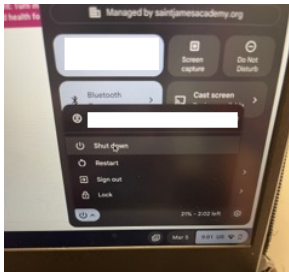
Name: _____

Complete and check off the following items and return this sheet with your laptop. Please be reminded that laptops that are not returned are subject to a double penalty.

Please include the following (there is a penalty for any items missing)

____ Laptop case.

____ The laptop is properly shut down and powered off - do not just "close the lid." With at least a 50% charge.



____ The charger is in the case pocket.



____ The laptop case is clean and clear of pencils/paper/books/food and other debris.

____ There is a completed Laptop Return Sheet placed in the case pocket or behind it.



Notes on condition/repair or fix requests:

Thanks,
Mr. Edel
Mr. Walsh
Mrs. Donoho