

Missing Chromebook Form

Student's Name: _____ Date: _____ Grade: _____

Please answer the following questions and return this form to Mrs. Diaz in the Media Center before school or during lunch. **Chromebooks will not be considered "lost" or "stolen" without this documentation completed and returned.**

1. When did you last use or see your Chromebook? *Please specify whether the last known location was home or school:*

2. Parent Signature and Phone Number

Please sign verifying you are aware that your son or daughter cannot find his or her school-issued Chromebook, and that attempts were made to locate the Chromebook at home.

Please note that the replacement cost of a missing Chromebook is \$278.78.

Parent Signature: _____ Parent Phone #: _____

3. Teacher Initials Verifying You Checked with Each of Your Teachers

1st:	2nd:	3rd:	4th:	5th:	6th:	7th:

Service Tag Number (staff completes):