



DONCASTER SECONDARY COLLEGE
Netbook for Students Program
Dell – Return Checklist

Please Note: It is vital that all netbook computers are checked for damages or faults and reported to the supplier for repairs as soon as possible.

Netbook must be returned fully operational and with no visible damage. Failure to do so will result in the netbook recipient receiving an invoice for damages or loss of their deposit.

If a netbook is damaged beyond economical repair or stolen, an insurance claim must be placed:

Student Cases ID:

Serial Number:

Parent Name:

Parent Telephone:

Bank Account Details (For refund of deposit)

Bank:

BSB:

Account No:.....

Dell Inspiron Netbook	Recipient's Check Yes / No	
	YES	NO
Netbook Computer, Battery & Charger fully operational with no damages Items Returned: Netbook, Battery and Charger.	<input type="checkbox"/>	<input type="checkbox"/>
<u>Netbook Damage/Faults</u>		
Case/Hinge Damage	<input type="checkbox"/>	<input type="checkbox"/>
• Screen Damage	<input type="checkbox"/>	<input type="checkbox"/>
• Other Hardware Faults	<input type="checkbox"/>	<input type="checkbox"/>
• Hard Drive Faults	<input type="checkbox"/>	<input type="checkbox"/>
• Missing or Loose Keys	<input type="checkbox"/>	<input type="checkbox"/>
• No BIOS Password / Hard Drive Password	<input type="checkbox"/>	<input type="checkbox"/>
Uneconomical to Repair Damage: Not covered under warranty – please place an insurance claim.	<input type="checkbox"/>	
Netbook recipient endorses checklist is complete and accurate. Please retain a copy of this checklist.	(Parent Signature)	

Regards,

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 Information Technology Division
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