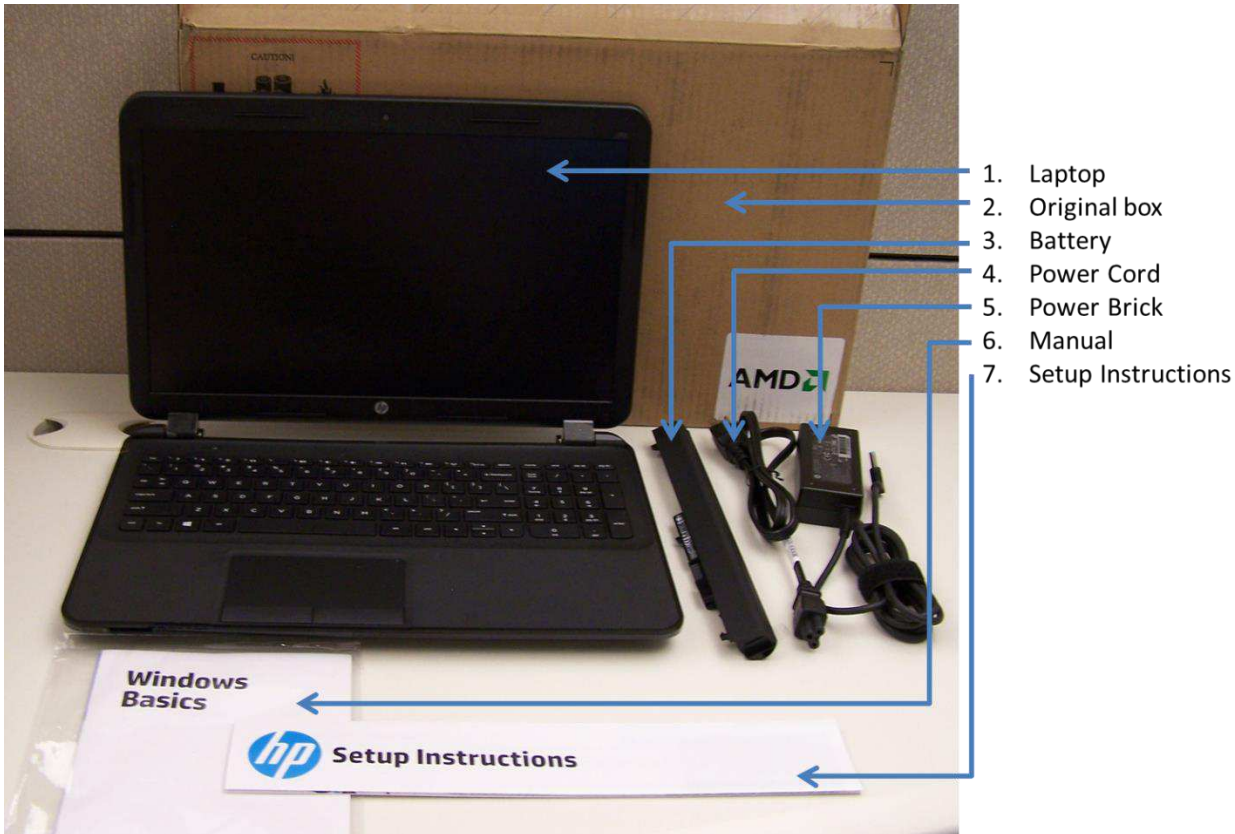


## Laptop Packing Slip

To return your laptop, complete this form and email it to [info@strayerbookstore.com](mailto:info@strayerbookstore.com). This form must be signed and included in the shipping box with your laptop return. The laptop must be received by **the end of the following term's add/drop period** in order to avoid being charged for the device (\$500).

Student Name		Address	
Student ID			
Quarter Received			
Return Reason			
Serial Number (on back of device)		Bookstore Order#	

Package should include the following. Check all that apply:



- |                                 |   |   |                                      |
|---------------------------------|---|---|--------------------------------------|
| <input type="checkbox"/> Laptop | <input type="checkbox"/> Battery            | <input type="checkbox"/> Power Cord                 | <input type="checkbox"/> Power Brick |
| <input type="checkbox"/> Manual | <input type="checkbox"/> Setup Instructions | <input type="checkbox"/> Original box and packaging |                                      |

Laptop should be operational. Check which applies:

- Operational       Not Operational



## Laptop Packing Slip

I attest I am returning this device in slightly used and operational condition. It has been packed securely in the original packaging. Should it be damaged during shipping I understand I will be responsible for the full cost of the laptop (\$500). This will be charged to my Strayer account.

\_\_\_\_\_/\_\_\_\_\_  
Signature Date

\_\_\_\_\_/\_\_\_\_\_  
Student ID Print Name

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### Strayer Internal Use:

Laptop received by: \_\_\_\_\_/\_\_\_\_\_  
Print Name Date

Campus/Dept.: \_\_\_\_\_

- Verification:**
- |                                 |   |   |
|---------------------------------|---|---|
| <input type="checkbox"/> Laptop | <input type="checkbox"/> Operational        | <input type="checkbox"/> Not Operational            |
| <input type="checkbox"/> Manual | <input type="checkbox"/> Battery            | <input type="checkbox"/> Power Cord                 |
|                                 | <input type="checkbox"/> Setup Instructions | <input type="checkbox"/> Power Brick                |
|                                 |   | <input type="checkbox"/> Original box and packaging |