



OUR LADY OF MERCY  
Regional Catholic School

## **Chromebook Damage/Loss Form**

Student's Name:
Date and Time of Incident:
Serial Number:
Homerroom Teacher:

Is the Chromebook lost? Yes or No.

If yes, where was the last known location of the Chromebook. \_\_\_\_\_

If no, please complete the form below.

Detailed Description of Problem(s): Please be specific by indicating any error messages, programs in use of the time, frequency of problem, etc.	Problem:
	Error Message:
	Where did the problem occur? Home: School: Other:

Were you using the Chromebook at the time? Yes or No

Was the iPad in the Chromebook case? Yes or No

Was there any food or drink near the Chromebook? Yes or No

Did you drop the Chromebook? Yes or No

Is the Chromebook case damaged? Yes or No

Student Signature:
Drop-off Date/Time:
Parent or Teacher Signature: