

# **Audio Visual Equipment Warranty Repair Request**

**Directions: To request AV warranty repair fill out the below form and email it to Trent D. Pitts and copy Karen Hopper. You may choose to pony the form to Technology System Maintenance room 62 CESC.**

**Date:**

**School:**

**Contact Person:**

**Phone Number:**

**Type of Equipment:**

**Brand:**

**Model:**

**Serial #:**

**Date Purchased:**

**P.O. #:**

**Vendor:**

**Problem Description:**