

Cell Phone Repair and Service Invoice

Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Telephone; \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| Client Name: | Client Number: |
| Prepared by: | Date Prepared: |
| TAG: | W/O: |
| Model: | S/N |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Your product has been | Repaired | Exchanged | Upgraded | Returned not required |

|  |  |  |
| --- | --- | --- |
| **Summary of Repairs** | | |
| Unit was reloaded | AC Adapter | H Hard Drive |
| Optical drive | System Board | RAM memory |
| Heat sink | CPU | Keyboard |
| Touchpad | Mouse | Fan |
| LCD | Hinge | Other |

|  |  |  |
| --- | --- | --- |
| **Invoice** | | |
| **SKU** | **Description** | **Price** |
|  |  | $ |
|  |  | $ |
|  |  | $ |
| Subtotal*(*without taxes) | | $ |
| Grand Total | | $ |

|  |  |
| --- | --- |
| **Technician’s Notes:** | |
|  | |
|  | |
|  | |
|  | |
| Don’t forget: | |
| * Change your password, it is no longer secure | * Question can be directed to \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| * Update your antivirus and security tools | * Our work is guaranteed for\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  |  |
| --- | --- |
| [text here] | |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Customers Signature | Date |