



31113 Via Colinas  
Westlake Village, CA 91362  
Tel: (818)707-8700  
Fax: (818)707-8701

### SERVICE ORDER

Please use this service order if you are mailing your computer to us for an upgrade.  
If you have a question about laptop parts or upgrades call us for assistance.

#### CONTACT INFORMATION:

Company: Name:

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Street Address:

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City, State, Zip Code:

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Day time phone number:

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#### COMPUTER INFORMATION

Computer Brand:

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Computer Model:

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Computer Serial Number:

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Please provide any System or Windows login/password information required to access your laptop operating system:

#### Hard Drive Installation:

- |  |         |
|--|---------|
| <input type="checkbox"/> Install Hard Drive only (no software loaded on the drive)   | \$45.00 |
| <input type="checkbox"/> Install Hard Drive and load Operating System or Recovery CD (software provided by customer)       | \$75.00 |
| <input type="checkbox"/> Install Hard Drive and transfer data from old drive to new drive (hard drive must be operational) | \$75.00 |

#### Memory Installation:

- |   |         |
|---|---------|
| <input type="checkbox"/> Replace or add memory chips  | \$45.00 |
| <input type="checkbox"/> Replace or add memory chips with purchase of hard drive                    | \$25.00 |
| <input type="checkbox"/> Are you supplying a hard drive or buying one from us?                      |         |
| <input type="checkbox"/> If buying from DSI you will be contacted upon the arrival of your package. |         |

#### ADDITIONAL ITEMS SHIPPED WITH YOUR LAPTOP

You must ship your AC Adapter with your laptop. It is also helpful to include an additional battery if you have one. Please select any other items being shipped with your laptop.

- |   |  |
|---|--|
| <input type="checkbox"/> AC Adapter and Power Cord (REQUIRED)   | <input type="checkbox"/> Battery                     |
| <input type="checkbox"/> External Floppy Drive  | <input type="checkbox"/> External CD-ROM / DVD Drive |
| <input type="checkbox"/> External Hard Drive  | <input type="checkbox"/> Carrying Case               |
| <input type="checkbox"/> Software/Restore CD (required if you want us to restore your OS or other software) |  |

Additional Items not listed above:

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#### WARRANTY AND LIABILITY STATEMENTS

Please check each statement below confirming that you agree to the terms and conditions set forth for any upgrades performed by Drive Solutions, Inc.

- I understand Drive Solutions, Inc. is not responsible for any software or data lost on my hard drive. I am responsible for backing up the data on the hard drive prior to shipping the unit to Drive Solutions, Inc. for repair.
- I understand Drive Solutions, Inc. is not responsible for any damage caused to my laptop during shipping to AND from our location. I understand that Drive Solutions, Inc. will insure my laptop for \$999.00 during return shipment and if additional insurance is desired. I am responsible for notifying Drive Solutions, Inc. and covering the additional insurance expense.

[www.DriveSolutions.com](http://www.DriveSolutions.com)