

Chromebook Return Form

For office use only Book #

A Chromebook was provided by DaVinci Academy for use to assist students with distance learning. Students were expected to abide by the terms of the Acceptable Use Policy and Acceptable Use Agreement that parents signed when their child(ren) enrolled at DaVinci Academy.

Please indicate on this form any known issues with the Chromebook that you are returning. Each computer will be turned on and inspected for damage. **Please complete 1 form per Chromebook issued.**

Student

First Name:

Last Name:

Grade:

- The Chromebook charging cord that was issued to my child has been returned:
 in good working order and is not working has not been returned and will accrue a \$15 charge
- Please check any of the following as they apply to the Chromebook you are returning:
 It is in full working order and there are no issues with the machine
 There is water damage to the keyboard because of a spill
 The screen is cracked or broken
 There are keys missing
 The computer does not hold a charge
 The hinge connecting the screen to the keyboard is broken
 The microphone doesn't work
 The camera doesn't work
 The speaker doesn't work
 Other:

By signing below, I acknowledge that I have returned the Chromebook that was assigned to my child and it is in good working order unless otherwise specified above. If any damage due to negligence is found I will be notified and charged accordingly through the Infinite Campus Parent Portal.

Parent Signature:

Date:

Chromebook Return Receipt

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Thank you for returning the Chromebook that was assigned to your child. Please retain this receipt as proof of your return should we need to contact you for any questions or issues. If any damage due to negligence is found, you will be notified and charged through the Infinite Campus Parent Portal. **For those who purchased the Chromebook Protection Plan, please review the agreement for details regarding damage and repairs.**