



# Inspection Form for MacBook •

**Note: Staff must return the following items.**

- 13-inch MacBook Air
- Power Adapter - 2 parts

|                                 |  |
|---------------------------------|--|
| <b>Staff's Name and School:</b> |  |
| <b>Asset Number:</b>            |  |

| <b>Cost:</b>                   |             |              |
|--------------------------------|-------------|--------------|
| <b>If yes, how much?</b>       | <b>Cost</b> | <b>Total</b> |
| Broken Screen                  | \$50.00     |              |
| Broken Keyboard                | \$50.00     |              |
| Trackpad Damage                | \$50.00     |              |
| Severe Damaged Corner          | \$50.00     |              |
| Power Adapter + Extension Cord | \$110.00    |              |
| Power Adapter                  | \$60.00     |              |
| Extension Cord                 | \$50.00     |              |
| <b>Total Cost</b>              |             |              |

|  |  |
|--|--|
| <b>Staff's Signature and Date:</b>       |  |
| <b>Inspector's Signature and Date:</b>   |  |
| Notes:                                   |  |
| <br><br><br><br><br><br><br><br><br><br> |  |

Payment received:  Yes  No