



Chromebook Incident Report Form

This report must be **completed as soon as possible** after the event and given to the office along with the broken Chromebook.

Details of Incident

Student Name: _____

Incident Date: ____/____/____

Date Reported: ____/____/____

Incident Time: _____

Location of Incident / Teacher's name: _____

Nature of Incident

Accidental Damage Intentional Damage Theft Lost Broken Screen

Case Broken Top Deck Broken Power Supply Faulty/Not Working Keyboard Broken

Other: (please specify _____)

Please provide a brief description of how the damage occurred:

Date form completed: ____/____/____ Parents Contacted by _____

Student Signature: _____

Parent/Guardian Signature: _____

The section below is to be completed by Kids Unlimited Technology Dept.

Technician Notes

Estimated Cost of Repair

Estimated Cost of Repair: \$_____ Irreparable

Cost will be met by: Insurance Deductible Family Total cost to Family \$_____