

Product Request Form

Client Name:	
Contact Name:	
Contact Email Address:	
Date Requested:	
Item(s) Requested:	
Desktop ☐ New Desktop ☐ Refurbished Desktop	Laptop ☐ New Laptop ☐ Refurbished 12" Laptop ☐ Refurbished 14" Laptop ☐ Refurbished 15.6" Laptop
Monitor ☐ New Monitor ☐ Refurbished 24" Monitor	Accessories Wired Keyboard/Mouse Wireless Keyboard/Mouse 1080p Webcam 4K Webcam Docking Station Other
Primary Programs Used (Quickbook	xs, AutoCAD, Office applications, etc):
Additional Information:	