



NOTRE DAME ACADEMY 2013-2014

iPad Service Request or Incident Report

Please complete this form in the event of malfunction, loss, damage or theft of an NDA-issued iPad.

Student Name: _____

Class: _____

Passcode (if applicable): _____

Date: _____

Details of Issue or Damage:

If the iPad has been damaged, provide details below of how, where, and when the damage occurred:

Name of any witnesses to the incident:

If another party is responsible for loss or damage, please explain in your opinion:

Signature of Student: _____

Please hand in your iPad and this report to the Assistant Principal (Mrs. Perkins) or the Technology Teacher (Ms. Barnecut) as soon as possible after the incident.