



DATA RECOVERY INTAKE FORM

DATE Rev 03/01/07			PROJ#			
CONTACT			CRJ #			
CUSTOMER (COMPANY)			COMP#			
ADDRESS			IDR ADR OS Other			
CITY	ST	ZIP	LN DUE	LN RET		
REFERRED BY			<i>DRR Use Only</i>			
PHONE	CELL		FAX			
EMAIL						
PICKUP INFO						
SOURCE MEDIA INFORMATION						
MANUFAC	CAP	S/N				
MODEL	O/S	COMES WITH				
<p>* Was this hard drive being used as a Network Server or in any kind of multiple drive subsystem, RAID, or array?</p> <p>* Will the contents of this media be used as evidence in a legal proceeding?</p> <p>* Is the drive/media still inside the system, subsystem, or external drive case?</p> <p><i>If you answered YES, to any of these, do not continue filling in this form. Call the Data Recovery Room immediately for special instructions.</i></p>						
* What happened when the media went down (unusual noises, error messages, etc)? _____						
* Were any previous attempts made to retrieve the data? _____						
<i>If YES, what happened?</i> _____						
* Is the drive/media split into more than 1 partition (drive letter)? _____ Other: _____						
* List the most important files to recover:						
Approximately when was the last time you backed up this data? 1 2 3 4 5						
<p>* Will you be returning this drive/media under a manufacturer's warranty agreement?</p> <p>NO - please destroy this drive after recovery YES - please return this drive after recovery</p>						
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:30%;">EVAL</td> <td>RECOVERY</td> </tr> </table>	EVAL	RECOVERY				
EVAL	RECOVERY					
EVALUATION FEE PAID BY						
	Cash	Co	Chk	ACCT #		
				EXP		
LIMITS OF LIABILITY						
<p>Payment of the nonrefundable Evaluation Fee above and signing of this Intake Form authorizes Data Recovery Room, Inc., to evaluate your source media for the purposes of Data Recovery potential. After the evaluation we will provide you with a list of files that appear to be recoverable, along with a firm price for the actual recovery. The actual Data Recovery will not commence until you sign a separate Data Recovery Authorization form. Data Recovery from malfunctioning media is a delicate procedure that requires a great deal of time and expertise. Although every effort is made to recover all data, there are some conditions where physical media damage prevents some or all of the data from being recovered. Therefore, Data Recovery is offered on a "best efforts" basis only. We regret that we are unable to guarantee the recovery of specific application, program, or data files. In addition, Data Recovery Room, Inc., makes no guarantee in any way of the suitability of the recovered data for any purposes whatsoever, including forensics, litigation, or any other type of civil or criminal investigation or proceeding, nor guarantee of bootable, operational, or manufacturer's in-warranty status of the drive. If your data cannot be recovered, you will be notified as soon as possible and will only be charged the nominal Evaluation Fee (and any charges for other services that may apply.)</p>						
I HAVE READ AND UNDERSTAND ALL THE RATES AND LIMITS OF LIABILITY DESCRIBED ABOVE						
APPROVED BY (X)			DATE			
<i>Evaluation will not commence until this document is signed and returned to the Data Recovery Room with the Evaluation Fee</i>						