LC TECHNOLOGY INTERNATIONAL

Hard Drive Recovery

Office Use

DATABASE #

CHECK/MONEY ORDER #

AMOUNT ENCLOSED

ARCHIVE INVOICE #

ALTERNATE SHIPPING

Office Use

Complete ALL sections of this form including signature at bottom of form

RECOVERY TEAM MEMBER THAT ASSISTED YOU - LEAVE BLANK IF NONE	LOCAL/INTERNATIONAL NUMBER	TOLL FREE NUMBER (US/CANADA)
	(727) 449-0891	(866) 603-2195

STEP 1 Contact Information

NAME			DAYTIME PHONE ( )
STREET ADDRESS			ALTERNATE PHONE ( )
CITY	STATE	ZIP	EMAIL

STEP 2 Media Information - *Answer ALL questions in this section*

HARD DRIVE MAKE/MODEL	CAPACITY/SIZE

(1) HAS DRIVE BEEN OPENED OR PREVIOUS RECOVERY ATTEMPTED?: Yes ☐ No ☐ (2) OPERATING SYSTEM: WIN ☐ MAC ☐

(3) LIST MOST IMPORTANT DATA OR FILE TYPES TO BE RECOVERED:

(4) HOW WAS DATA LOST OR DRIVE DAMAGED?:
(Additional info can be written on back of form)

STEP 3 Payment Information - *Must have payment enclosed or credit card number on file for work to proceed*

A $100 NON-REFUNDABLE ANALYSIS FEE IS REQUIRED **(Applied to the recovery cost if successful)**

☐ Credit Card #: _____ Expires: _____ 3-4 Digit Card Code: _____

☐ Money Order ☐ Cashiers Check *(NO personal checks accepted)*

STEP 4A Ship To Information

Send media and enclose this form to:

Please use *hard drive approved* packaging. Mark as "Electronic Media - Do Not Expose to Magnetic Fields." Use a shipping method that allows package to be tracked. ***Improper packaging will further damage drive in shipment.***

LC Technology
29750 US Hwy 19 N, Suite 310
Clearwater, FL 33761
Attn: Hard Drive Recovery

STEP 4B Return Shipping Information

SHIPPING PREFERENCE IN ADDITION TO $100 NON-REFUNDABLE ANALYSIS FEE
(Call for shipping rates to AK, HI, PR and International)

☐ Ground *(Continental US)* - **Free**
☐ 2-Day *(USA Only)* - **$25**
☐ Standard Overnight *(USA Only)* - **$35**
☐ Priority Overnight *(USA Only)* - **$45**

IF UNSUCCESSFUL RECOVERY
(Unreturned media will be safely destroyed)

☐ Return Media
☐ Do Not Return Media

STEP 5 Liability Waiver - *Form must be **Signed** and **Dated** before work can begin*

I, _____, grant permission to LC Technology International, Inc. ("LCTI") to perform any action they deem necessary to attempt to recover my files and/or data. I understand that this procedure is a final attempt towards the recovery of data and could result in loss of part, or all, of the data stored thereon, and that LCTI makes no warranty or guarantee as to the success of its attempts. Furthermore, I release LCTI from any liability for any data loss, which may occur during, or as a result of, this procedure. I also release LCTI from any liability for any theft, damage or destruction to the media and any other hardware, or other media sent to LCTI in connection with this Waiver. ALL CLAIMS FOR LIABILITY AND/OR LOSS INCLUDING WITHOUT LIMITATION ANY INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, WHICH MAY OCCUR AS A RESULT OF ANY LCTI ACTION (OR INACTION) ARE HEREBY EXPRESSLY WAIVED. I also understand that, even if the data is successfully recovered, there is a possibility that individual files may still be inaccessible due to the type of damage originally sustained. In addition, I agree to pay the applicable fee for these services by LCTI, plus shipping and handling expenses as follows: LCTI will pay for return shipping through FedEx Ground. Expedited shipping, shipping through alternative carriers, shipping insurance, and other shipping related expenses are the undersigned's responsibility. I agree to accept the responsibility for shipping the media and any additional hardware to LCTI. LCTI will not be responsible for any damages and theft incurred during the shipping process and any loss or claim against such agents shall be solely by and on the behalf of the undersigned. I agree to all of the foregoing conditions.

SIGNATURE	DATE