



# El Paso County Emergency Services District #2

100 S. San Elizario Rd., Suite N  
Clint, Texas 79836  
Telephone • (915) 851-0304  
Fax • (915) 851-9000

## Computer Repair/Maintenance/Additions Request Form

Department Name: \_\_\_\_\_

Location Address: \_\_\_\_\_

I am requesting to have the following item(s) repaired in my department.

(PLEASE NOTE THAT YOUR REPAIR DESCRIPTION MUST INCLUDE LOCATION OF NEEDED REPAIR AND A DETAILED REPAIR DESCRIPTION. FOR EXAMPLE: THE ADMINISTRATIVE ASSISTANT'S COMPUTER LOST CONNECTION TO THE PRINTER.)

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Chief's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

FOR DISTRICT USE ONLY

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_ P.O. #: \_\_\_\_\_