




DATE TODAY			PROJ#		
CONTACT			CRJ #		
CUSTOMER (COMPANY)			COMP#		
ADDRESS			LN DUE	LN RET	
CITY	ST	ZIP	<i>DRR Use Only</i>		
PHONE	CELL	FAX			
EMAIL					
REFERRED BY		REFER NAME/PHONE			
PICKUP INFO					
SOURCE MEDIA INFORMATION					
MANUFAC	CAP	S/N			
MODEL	O/S	COMES WITH			
* Will the contents of this media be used as evidence in a legal proceeding? * Are the drives still inside the system, subsystem, or external drive case? <i>If you answered YES, to either of these, do not continue filling in this form. Call the Data Recovery Room immediately for special instructions.</i>					
* 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>					
* Are the drives split into more than 1 partition (drive letter)? <i>If YES, how?</i>					
* <i>List the most important files to recover:</i>					
* Approximately when was the last time you backed up this data?					
* Will you be returning these drives under a manufacturer's warranty agreement? (Select one) NO - please destroy the drives after recovery Yes please return the drives after recovery					
ESTIMATED CHARGES					
EVAL	\$2000	RECOVERY	\$3000 - \$20000		
EVALUATION FEE PAID BY					
			Cash Co Chk	ACCT #	EXP
LIMITS OF LIABILITY					
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.)					
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>					