



**CORPORATE COMPUTER RESOURCES  
DATA RECOVERY & RESTORATION  
PO BOX 1725  
ORANGE, NSW, 2800**

**PHONE (02) 6360 0742  
WWW.DATARECOVERYAU.COM  
RECOVERY@DATARECOVERYAU.COM**

## DATA RECOVERY FORM

Please complete this form in full. Please include a copy of this form with your hardware when sending in your hardware for Data Recovery. Please also keep a copy for

Contact Information			
Contact		Phone	
Company		Fax	
Address		Email	
City		Mobile Phone	
State			
Post Code			
Country			
Recovery Information			
Media Manufacturer		Serial Number	
Model		Quantity	
Operating System		Backup Software	
Please provide information about what happened to this hardware			
Has there been any recovery attempt already? If so please let provide information			
What critical files do require to be recovered? Please Provide a separate list if you require more space.			
<b>Return Data on:</b>	CD <input type="checkbox"/>	DVD <input type="checkbox"/>	Thumb Drive <input type="checkbox"/>
	Customer Supplied Hardware <input type="checkbox"/>		
Or Would you like us to supply replacement hardware with your data recovered to this? <input type="checkbox"/>			
Additional Notes:			



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## **Terms & Conditions**

### **NON Disclosure (NDA)**

Corporate Computer Resources maintains a high level of security. Corporate Computer Resources respects our clients privacy and confidentiality. Corporate Computer Resources will never sell / lease / pass onto any other person or company your information. Your data is held securely at all times.

### **Liability**

By engaging or Data Recovery services you agree that Corporate Computer Resources will not be liable for any malfunction to your hardware. Corporate Computer Resources will not be liable for any un successful data recovery. Our services are the best in the industry however in some cases data recovery may not be possible. We reserve the right to send back your hardware without successful recover if we do choose to, where we will notify you that we are unable to assist.

Corporate Computer Resources is not liable for any hardware damage or loss in transit to or from Corporate Computer Resources. Please insure your hardware items.

### **Payment**

Payment must be cleared before Corporate Computer Resources will send back or provide your data. In the event that payment will not be met by the client Corporate Computer Resources will take legal action to recover the money owed for the data recovery work performed.

If you agree to the terms and conditions, please sign and date this agreement. Please ensure your hardware is safely packaged and contains this agreement and recovery information.

**Name: (Please Print)**

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**Signed:**

**Date:** / /

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**Company:**

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**Position:**

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**Send your hardware & this from to**

**Post:** PO Box 1725, Orange, NSW, 2800, Australia

Or

**Courier:** 25 Olympic Drive, Orange, NSW, 2800

Please insure your hardware if required.