



Rawdon Small Business Computer Support
3 Markham Crescent
Rawdon
Leeds
LS19 6NG
0113 2195259
<http://rsbc's.net>

1. Your Details

Please check all the information you enter before sending your USB flash drive to us

Name :

Address :

Post Code :

Contact Tel No :

Contact Email Address :

2. Delivery Address

Leave blank if you would like the return media sending to the above address

Name :

Address :

Post Code :

3. Delivery Notes

4. Your USB Flash Drive / Hard Drive

Please tell us about any important documents contained on you drive

5. Select the service you require

Select either 3, 7 or 11 day service

3 day service DVD / CD Return media / Up to 5gb of data	£ 75.50	<input type="checkbox"/>
7 day service DVD / CD Return media / Up to 5gb of data	£ 62.50	<input type="checkbox"/>
11 day service DVD / CD Return media / Up to 5gb of data	£ 49.50	<input type="checkbox"/>
Select any optional extras		
Additional data recovery The displayed price includes 5gb of data	£ 5.00 per additional GB	<input type="checkbox"/>
Return media on a new USB Flash Drive (up to 2gb)	Add £ 10.99	<input type="checkbox"/>
F.T.P Access to your documents the moment they are ready. (contact us for more details)	Add £ 9.95 per GB	<input type="checkbox"/>

What to do next?

1. Double-check all of the details you have entered.
2. Pack all of the parts of your drive into a padded envelope** and send it along with this packing slip to Rsbcscs at the address on page 1. (Rsbcscs advise sending your package by registered post)
3. Send No payment now, Rsbcscs will contact you regarding payment.

*On the odd occasion, it is not possible to recover any data from a drive. If your documents cannot be recovered Rsbcscs will return your drive by registered post and you will not be charged.

** Computer hard drives should be packed in bubble wrap or foam and placed in a suitably sized box. Treat the hard drive as you would an egg and you will not go far wrong.