

**SOBHASARIA GROUPS OF INSTITUTIONS, SIKAR**

**Computer/Network Complaint Slip**

Dept./User Name: \_\_\_\_\_ Date & Time: \_\_\_\_\_

Nature of Problem (Detailed Description): \_\_\_\_\_

\_\_\_\_\_

Signature of User: \_\_\_\_\_ HOD: \_\_\_\_\_

**For Maintenance Cell use only**

Problem attended on (Date & Time): \_\_\_\_\_ Received by: \_\_\_\_\_

Problem attended by (Name): \_\_\_\_\_ Signature: \_\_\_\_\_

Problem found: \_\_\_\_\_

Problem taken: \_\_\_\_\_

The problem reported by Me/Department has been rectified by the Engineer and I have checked the system personally.

Signature of User \_\_\_\_\_

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Problem attended by (Name): \_\_\_\_\_ Signature: \_\_\_\_\_

Problem found: \_\_\_\_\_

Problem taken: \_\_\_\_\_

Problem rectified (YES/NO): \_\_\_\_\_ Date & Time taken: \_\_\_\_\_

Signature of User) \_\_\_\_\_