



Data Recovery Form

Please fill in as much information as possible and send this form with the drive.

Company Name	
Return Address	
Contact Name	
Telephone / Fax	
Email	

Drive details	
Manufacturer / Serial No	
Model No / Size	
Symptoms of failure	
Describe any previous recovery attempts (continue on back of this page if required)	
What are the most important files / directories to recover (continue on back of this page if required)	

Level of Service	Return Media
Non Urgent (7-14 Days) <input type="checkbox"/>	CD <input type="checkbox"/>
Standard (2-4 Days) <input type="checkbox"/>	Hard Disk (at cost) <input type="checkbox"/>
Emergency (within 24 Hours) <input type="checkbox"/>	

Permission to open the drive if necessary, this may invalidate any warranty.

Yes No

- The client is the legal owner, representative, or otherwise have legitimate rights to the property and all data contained therein sent to Insight Data Recovery Inc.
- The client authorizes Insight Data Recovery Inc to conduct an evaluation of the media sent to determine the nature of the damage and provide an estimate of recovery cost and timing. The evaluation is free and no work beyond this evaluation will be charged without explicit client approval.
- Insight Data Recovery Inc agree to absolute Non-Disclosure of any and all information or data files supplied with, stored on, or recovered from client equipment.
- Insight Data Recovery Inc shall not be liable for any claims regarding the physical functioning of equipment/media or the condition or existence of data on storage media supplied before, during or after service.
- Insight Data Recovery Inc is not liable for any direct or indirect damages, including loss of data, loss of revenue, incidental or consequential, before, during or after service.
- Client is aware of the inherent risks of injury and property damage involved in data recovery, including without limitation, risks due to destruction or damage to the media or data and inability to recover data, or inaccurate or incomplete data recovery, including those that may result from the negligence of Insight Data Recovery Inc, and assumes any and all known risks of injury and property damage that may results.
- Payment is due in full upon completion of successful recovery, prior to release of data.
- The client is financially responsible for all shipping costs, custom duties and taxes to and from Insight Data Recovery Inc.

Date: _____

Signature _____ Name _____