

Tech Drive Donation Inspection Form

Date Inspected: _____

Overall Grade: _____

Details:

Please remember to indicate all significant details about what needs repairing and refurbishing and attach this form to the corresponding computer donation item. Consult the [guidelines](#) and provide details in bullet points.

Criteria	Grade	Important Details
Hardware		
General Usability		

Specs:

CPU and clock speed	
RAM and slot type	
GPU and clock speed	

Additional Comments/Details to Note:

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Always remember to follow the safety guidelines!

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