ANDREW VOLUME RESTORATION REQUEST

* If the tape is offsite, the restore will be completed within 72 hours of receipt of the tape*

Name: ___________________________ Date: ___ / ___ / ___

Userid: __________________________ Time: __________________________

Accepted By: __________________________

Date from which you wish volume restored: __________________________

Directory/Volume: __________________________

FEES & CHARGES

Can Restore wait until Friday?  Yes [ ]  No [ ]

If not, an authorizing departmental charge number and signature is required.

Charge number: __________________________ Signature: __________________________

☐ Special weekday rate: Monday thru Thursday (9am - 5pm) $20.00
   Fridays (11am - 5pm) $20.00

☐ Emergency Rate: Same day delivery requests made after 5pm weekdays, or anytime on weekends and holidays. $50.00

We cannot restore individual files, nor can we determine what files are on the backup tapes. When the restore is completed or if there are difficulties, you will be contacted by email or phone.

SIGNATURE OF FILE/VOLUME OWNER

SIGNATURE: __________________________ PHONE: __________________________

COMPUTER OPERATIONS USE ONLY

Performed by: __________________________ Date: __________________________

Successful: __________________________ Failed: __________________________

Reason failed:

______________________________

______________________________

______________________________

Confirmation to user: _______ Sent

_______ Not Sent