

Monthly Computer Maintenance

We take the worry and hassle out of technology management for your office by providing you with flexible options and expert technicians who visit regularly to perform the work you request. Gain peace of mind by hiring experienced techs that keep your business technology running smoothly and help you avoid costly downtimes and delay.

Check the technology services you authorize us to complete each month:

- | | |
|---|---|
| <input type="checkbox"/> Maintain Data Backups | <input type="checkbox"/> Maintain Company Website |
| <input type="checkbox"/> Verify Computer / Network Security | <input type="checkbox"/> Keep Software Up To Date |
| <input type="checkbox"/> Email Support | <input type="checkbox"/> Server Administration |
| <input type="checkbox"/> Defrag and Optimize Performance | <input type="checkbox"/> Check Systems for Errors |
| <input type="checkbox"/> General Hardware Support | <input type="checkbox"/> Computer Installations |
| <input type="checkbox"/> Upgrade Systems | <input type="checkbox"/> Employee Technology Training |

Want us to maintain something but don't see it on the list? We do a whole lot more, please write in what you'd like us to maintain below.

OTHER: _____

We make it easy for you. To authorize monthly services, please complete the short form and mail to the address below.

Client Print/Signature: _____/_____

Date: _____

What days and times work best for you: _____

TERMS: By signing, you agree to authorize *my* PC Techs technicians to perform the work requested above without prior authorization and understand that payment will be billed at time of service.