# International Islamic University Islamabad
## (Information Technology Centre)
## <u>IT Problem Report & Indent Form</u>

Date:_____

**Problem:**

_____

_____

_____

**Complaint By:**                 **Designation:**

**Section:**                      **Signature:**

**Section Incharge:**           **Extension:**

**Local IT Incharge (Fault Traced):**

_____

_____

_____

**Additional / Deputy Director (IT):**

_____

_____

_____

**Equipment Repaired/Purchased:**

| S. No | Item | Quantity | Remarks |
|-------|------|----------|---------|
|       |      |          |         |
|       |      |          |         |
|       |      |          |         |

**Old Item:**

_____

_____

**Name & Signature**

**Received By:**                 **Designation:**

**Date:**                       **Signature:**