

## What to bring when checking in a computer:

### Laptop

- Please remember to bring your power adapter!
- **Accurate Usernames and passwords!**  
*If you use Bitlocker, we will need your BitLocker key.*
- Your external backup drive, if you are using one.

### Desktop/All-in-one

- **Accurate Usernames and passwords!**
- Your external backup drive, if using one.
- Power cable is only needed **if it does not look like this:**



### Apple Unit / Macbook

- Power adapter
- **Apple ID and password!**
- **Computer login password**
- Time machine backup device

### When checking in a unit for DataTransfer or OS Reinstall

- **Account information for all programs** that you want reinstalled
- Login information for your **Antivirus account**
- **Microsoft account email address and password** for reinstalling your Office products. *Note that if the unit operates with Windows 11, it must be 2016 or more recent.*
- A list of software that you don't want us to reinstall
- Your current backup drives

**If unsure about what to bring, please email or call us!**