Information Point Technologies

Client: _____

In order for I Point to backup your Hard Drive, we need to know what applications you use and where you store your documents:

Please select all that apply:

Email Client: (email and address book/contacts)

___ Microsoft Outlook
___ Microsoft Outlook Express
___ Other (please specify)_____

Web Browser: (favorites)

___ Internet Explorer
___ Netscape Navigator
___ Other (please specify)_____

Where do you store your word or excel documents and pictures?

___ My Documents Folder
___ Other (please specify)_____

*In order for us to retrieve all your data (QuickBooks /databases/ other business software applications) we need to know what programs and data you use and require backing up, please list all applications used either personal or business we should backup.

I request that Information Point Technologies retrieve data from the above locations, and backup for archiving, or restoring later. I realize that if I do not list all the applications above that I would like backed up, that data may be lost or not retrieved.

Signature:_____ Date:_____