



University of Massachusetts, Amherst
 One Campus Center Way
 Amherst, MA 01003
 Tech Dept: (413) 577-6655
computers@umassstore.com

SPECIAL ORDER REQUEST FORM: COMPUTERS & TABLETS

Please use this form to request a quote for special order computers or tablets. Note that filling out this form does **NOT** mean you will be charged. Completion of this form will result in our tech team contacting you with additional questions and/or options for your purchase.

DEPARTMENT/REQUESTOR INFORMATION

Department Name (If Applicable)	Today's Date (MM/DD/YYYY)	Need-By Date (MM/DD/YYYY)
Requestor's Name	Requestor's Email Address	Requestor's Primary Phone
Requestor's Campus Address (If Applicable)	Purchase Type <input type="checkbox"/> Department Use <input type="checkbox"/> Personal Use	Payment Method <input type="checkbox"/> University PO <input type="checkbox"/> University Pro-Card <input type="checkbox"/> Credit Card <input type="checkbox"/> Check <input type="checkbox"/> Other: _____

BASIC INFORMATION

Brand <input type="checkbox"/> Apple <input type="checkbox"/> Dell <input type="checkbox"/> Lenovo <input type="checkbox"/> Microsoft	Product <input type="checkbox"/> Desktop Computer <input type="checkbox"/> Laptop <input type="checkbox"/> Tablet <input type="checkbox"/> Watch <input type="checkbox"/> External Hard Drive <input type="checkbox"/> Other: _____	Color <input type="checkbox"/> Gray <input type="checkbox"/> Silver <input type="checkbox"/> Gold <input type="checkbox"/> No Preference <input type="checkbox"/> Other: _____	Preferred Price <input type="checkbox"/> Under \$1000 <input type="checkbox"/> Under \$1500 <input type="checkbox"/> Under \$2000 <input type="checkbox"/> Under \$2500 <input type="checkbox"/> Under \$3000 <input type="checkbox"/> No Preference
--	--	--	---

SPECIFICATIONS - APPLE COMPUTERS

Processor <input type="checkbox"/> Intel i3 <input type="checkbox"/> Intel i5 <input type="checkbox"/> Intel i7 <input type="checkbox"/> Intel i9 <input type="checkbox"/> M1 Chip <input type="checkbox"/> Other: _____	Memory <input type="checkbox"/> 8 GB <input type="checkbox"/> 16 GB <input type="checkbox"/> Other: _____	Storage <input type="checkbox"/> 128 GB <input type="checkbox"/> 256 GB <input type="checkbox"/> 512 GB <input type="checkbox"/> 1 TB <input type="checkbox"/> 2 TB <input type="checkbox"/> Other: _____	Display Size <input type="checkbox"/> 13 IN. <input type="checkbox"/> 16 IN <input type="checkbox"/> 21.5 IN <input type="checkbox"/> 27 IN <input type="checkbox"/> Other: _____
---	---	--	---

SPECIFICATIONS - WINDOWS

Processor	Memory (Computers)	Storage	Display Size
<input type="checkbox"/> Intel i3	<input type="checkbox"/> 8 GB	<input type="checkbox"/> 128 GB	<input type="checkbox"/> 13 IN.
<input type="checkbox"/> Intel i5	<input type="checkbox"/> 16 GB	<input type="checkbox"/> 256 GB	<input type="checkbox"/> 14 IN
<input type="checkbox"/> Intel i7	<input type="checkbox"/> 32 GB	<input type="checkbox"/> 512 GB	<input type="checkbox"/> 15 IN
<input type="checkbox"/> Intel i9	<input type="checkbox"/> Other: _____	<input type="checkbox"/> 1 TB	<input type="checkbox"/> 17 IN
<input type="checkbox"/> AMD Ryzen 3000		<input type="checkbox"/> 2 TB	<input type="checkbox"/> Other: _____
<input type="checkbox"/> AMD Ryzen 5000		<input type="checkbox"/> Other: _____	
<input type="checkbox"/> Other: _____			

SHIPPING INFORMATION

Choose Desired Delivery Method	Preferred Method of Contact
<input type="checkbox"/> Store Pick-Up	<input type="checkbox"/> Phone
<input type="checkbox"/> Campus Delivery (for departments only) - please fill out the Campus Deliver Information below	<input type="checkbox"/> Email
<input type="checkbox"/> Shipment to Individual Recipients (additional fees apply) - please fill out the Shipping Address Information below	

CAMPUS DELIVERY INFORMATION

Contact Name:
Office/Room Number:
Building Name:
Contact Phone:
Contact Email:

SHIPPING ADDRESS INFORMATION

Recipient Name:
Address:
Apartment Number:
City:
State:
Zip Code:
Contact Phone:
Contact Email:

ADDITIONAL NOTES (IF ANY)