



Computer Repair Shop Cash Payments at Treasury Services

We do not encourage you to carry cash to the University to make payment for our services. We strongly encourage you to make payment either with your Viking Card or a credit card. If, however, you do wish to pay by cash, please follow these instructions:

- 1) Please take this form to Treasury Services in the University Center Room 460.
- 2) Deposit \$_____ into account 0060-0010-3025-20. Please make sure you get a duplicate receipt for yourself. You will need your CSU ID number for this step.
- 3) Bring the receipt back to the PC Repair Shop in Stillwell Hall room 128 and give the original receipt to the Repair Technician.
- 4) We will accept the receipt as payment for your repair and return your equipment to you.

If you have questions about paying for your computer repairs, please contact us during normal business hours (M-F 9:00am – 5:00pm, closed on holidays) at:

Phone: (216) 802-3350

Email: pcrepairshop@csuohio.edu

Thank you for your business!