

# Help Desk Request - Job Tag



Riverside Police Department

Date:

Person Requesting:

For computer related issues, does IT have permission to remotely access your computer?  YES  NO

Location of Equipment:  Specific Area

Hardware Issue Related To:  Asset / Unit #

Software Issue:

Radio Issues:  HT #

Other Equipment Issues:  Serial #

Fleet Issues:  Unit #  License #

Report #  Odometer

Memo Submitted To:

Out of Service  YES  NO

Towed  YES  NO

Photos  YES  NO Taken By:

Describe the problem in detail:

Choose a Recipient:

## Internal Use Only

Handled By	Hrs.	Date