

Help Desk Request



Island Trees U.F.S.D.
45 Wantagh Avenue
Levittown, NY 11756
Phone: 516 495-7730
Fax: 516 520-0995
www.islandtrees.org

Please fill form and save document and attach to E-mail. Send to Island Trees tech department
Jrezek@islandtrees.org

Date:

New Existing

Employee Name:

Room/Department:

Job title:

Building:

E-mail:

Phone:

Cell Phone:

Hardware

Computer Type:

System:

Software

Application:

Version:

How to contact you

- E-mail
 Phone
 Cell Phone

Date:

Time:

Describe the problem in detail:

Internal Use Only

Handled By	Hrs.	Date