



Library _____

Item Title _____

Date _____

How can we help?

- Disc Appears Scratched
 - Disc Skips While Playing
 - Disc Will Not Play At All
 - Other/Please Describe
-

Has a Library Staff Member confirmed the issue?

Yes No



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DISC REPAIR RESULTS

This slip will be sent back to you with your disc

Actions Taken

Visual Examination

Scratches Visible

Reflective Layer Damaged*

Disc Rot/Bronzing*

Physical Damage

Initial Disc Test

No Errors 1-3 Errors

Disc Media Not Recognized

Disc Cleaned

Level 1 Level 2 Level 3

Final Disc Test

No Errors 1-3 Errors

Disc Media Not Recognized

Results

Disc Repaired

Permanent Defects

Disc Unrepairable

Recommendations

Return to Circulation

Plan for Replacement

Weed / Replace Item

* Reflective Layer Damage, Disc Rot, and Bronzing are unrepairable, but not always the end of usable life for optical disc media.

Æ20220819

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