

## **Sauk County Surplus Computer Donation Program Donation Application and Agreement**

Sauk County expects to have a limited number of used computers for donation to certain government and private not for profit agencies. This used computer donation form must be completed and received before consideration is given for a donation.

Each computer donated will have all software, files and operating systems completely removed. No manuals or instructions are included for the computer or related hardware. No guarantee of computer compatibility will be provided. No support or training is provided. No data recovery from hard disk failures will be provided. No data transfers will be provided. Only those agencies that are self-supporting in the installation and usage of these used computers can accept donations.

By filling out and submitting this form you indicate that you have read and agree to the terms of this agreement; the donated computer equipment will be used to benefit the organization receiving the donation; the donated computer equipment will not be re-sold for one year from the date below; and disposal of the computer equipment in a manner that is compliant with Environmental Protection Agency standards is required.

For consideration, this form must be filled in completely and returned to:

Sauk County Management Information Systems  
Attn.: MIS Coordinator  
510 Broadway  
Baraboo, WI 53913

FAX: 608-355-3548.

When you complete and return this form, you start the process to request a donation of surplus computer equipment. This does not automatically guarantee an award and equipment availability will vary. To be eligible to receive donations your organization must be a Government entity or private not-for-profit organization (per s.501 of IRS code) and provide services to County residents. We may require evidence that you qualify for a donation of County property. Such evidence may include information about your federal tax status. If you are chosen for an award, you will be notified within 30 days of the decision.

# Sauk County Surplus Computer Donation Program Donation Application and Agreement

*By filling out this form you agree to the following:*

1. Requesting organization is a government entity or private not-for-profit agency per s.501 of the IRS code.
2. Requesting organization has the ability to pick up, utilize and maintain the requested equipment.
3. You agree to pickup computer equipment within 10 days of award notification
4. You agree to accept the computer equipment "AS IS" and acknowledge that Sauk County has no obligation to repair, replace or otherwise warranty the computer equipment in any way. You further acknowledge that the County makes no representations as to the fitness of the equipment for any particular use. You also understand that the hard drives have been wiped clean of all data, including the operating system.
5. You have a technology program in place to use and maintain the computer equipment.

Name of Organization or Program: \_\_\_\_\_

Address of Organization or Program: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Name of Contact Person: \_\_\_\_\_

Type of Organization or Program: \_\_\_\_\_

Mission and/or description of organization: \_\_\_\_\_

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