

(DONORS NAME) _____

Equipment Donation Letter-for donation of legacy equipment, e.g. data terminals, personal computers and printers.

As of _____, the not-for-profit organization named _____, hence forward referred to as "Charitable Organization", has accepted the equipment detailed in Appendix A of this letter. No continuing representation or warranty as to its condition or operability exists, and Charitable Organization agrees that it is receiving the equipment "AS IS" at time of receipt. Furthermore, after the equipment has been removed from (Donors name) _____ premises, (Donors name) _____, the donor, has no control over its disposal of such equipment. The Charitable Organization acknowledges that it will adhere to laws governing disposal. Equipment donated has been stripped of any software and data.

By signing below, the Charitable Organization understands and agrees that the equipment is donated on an "AS IS" basis. (Donors name) _____

_____ MAKES NO REPRESENTATIONS AND DISCLAIMS ANY AND ALL WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, AS TO CONDITION, OPERABILITY, AND ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. Charitable Organization further acknowledges and agrees that (Donors name) _____ has no control over disposal of the equipment and will not be held liable for any claims or losses relating to the equipment or for any state or federal environmental or other laws governing disposal of the equipment. The Charitable Organization agrees to adhere to laws governing disposal.

Charitable Organization Name: _____

Address: _____

City, State Zip: _____

Date: _____

Name of Responsible Party: _____

Signature of Responsible Party: _____

Appendix A

Asset type (Manufacture and model)	Processor Speed	Item Serial #	Condition
Dell Optiplex (sample)	733 (sample)	xxxxxxxxxxxxxx	working

