

FREE FURNITURE SURPLUS

FOR 501(c)(3) NONPROFIT ORGANIZATIONS



**WEDNESDAY,
SEPTEMBER 17**
8:00 AM – 3:00 PM



**PICKUP LOCATIONS
(BOTH SITES)**

101 N Grape St
Medford, OR

2019 Lars Way
Medford, OR



ALL ITEMS NEED TO BE PICKED UP THE 18TH

REQUIREMENTS & IMPORTANT INFORMATION

1

Provide proof of nonprofit status.

Provide a copy of the organization's current IRS determination letter or other documentation establishing its nonprofit status. For governmental entities or organizations that do not have an IRS determination letter, equivalent documentation may be accepted by SOESD.

2

Provide identification.

The individual picking up property must present a valid photo ID.

3

Provide authorization to represent the organization.

The person picking up property must provide documentation showing they are authorized to accept surplus property on behalf of the organization. This could be an employee ID, email/letter from an executive director or other authorized official, or similar documentation.

4

Property must be for organizational use.

Items are being provided for use in furtherance of the nonprofit's organizational/public-purpose activities and may not be taken for the personal use of employees, volunteers, board members, or other individuals.

5

No resale for private benefit.

Items received from SOESD may not be resold or immediately transferred for the personal benefit of an individual.

6

First come, first served.

Items are available on a first-come, first-served basis while supplies last. SOESD does not guarantee availability and may establish reasonable quantity limits to ensure equitable access.

7

Items are accepted AS-IS.

All surplus property is provided AS-IS, WHERE-IS, with no warranties or guarantees regarding condition, safety, fitness, or suitability for a particular purpose. Organizations are responsible for inspecting items before taking possession.

8

Organization is responsible for removal.

Recipients must provide their own labor, vehicles, equipment, and supplies necessary to remove the property. SOESD staff will not be responsible for loading or transporting items.

9

Pickup must occur during the designated period.

Items cannot be held or reserved unless specifically approved by SOESD. Any items not removed by the established deadline remain SOESD property.