

SOUTHERN OREGON EDUCATION SERVICE DISTRICT

NONPROFIT SURPLUS FURNITURE PICKUP FORM

Furniture is provided at no cost to eligible nonprofit organizations.

NONPROFIT ORGANIZATION INFORMATION

Organization Name: _____

Organization Address: _____

City/State/ZIP: _____

Contact Person: _____

Phone Number: _____

Email Address: _____

Nonprofit/Tax-Exempt Status or EIN (if applicable): _____

FURNITURE / ITEMS RECEIVED

Quantity	Description of Furniture/Item

Pickup Date: _____

Pickup Location: _____

RECIPIENT ACKNOWLEDGMENT

By signing below, I acknowledge on behalf of the nonprofit organization listed above that:

- The furniture/items listed on this form are being provided by Southern Oregon Education Service District (SOESD) at no cost.
- All furniture and other items are accepted AS-IS and WHERE-IS, with no warranties or guarantees regarding their condition, safety, suitability, or fitness for a particular purpose.
- The nonprofit organization has had the opportunity to inspect the items and accepts them in their current condition.
- The nonprofit organization is responsible for all loading, removal, and transportation of the items.
- SOESD is not responsible for damage to the items after they have been released to the nonprofit organization.
- Once the items have been removed from SOESD property, they become the responsibility of the receiving nonprofit organization.
- The individual signing below confirms that they are authorized to accept the items on behalf of the nonprofit organization.

RECEIVING NONPROFIT

Printed Name: _____

Title: _____

Signature: _____ Date: _____

SOESD USE ONLY

SOESD Staff Member: _____

Signature: _____ Date: _____

Notes: _____

PROPERTY ACKNOWLEDGMENT

Organization: _____

EIN (optional): _____

Representative: _____

Photo ID verified: ☐

Nonprofit documentation verified: ☐

Authority to represent organization verified: ☐

Items received: _____

Date: _____

Representative signature: _____