

RETURN POLICY

PROPERTY ACQUIRED THROUGH THIS PROGRAM IS DONATED ON AN "AS IS - WHERE IS" BASIS, WITH NO WARRANTY OR GUARANTEE OF ANY KIND.

THIS POLICY APPLIES TO FEDERAL SURPLUS PROPERTY ACQUIRED FROM THE FEDERAL SURPLUS PROGRAM WAREHOUSE AND DOES NOT APPLY TO PROPERTY SCREENED BY A DONEE SCREENER.

THIS POLICY DOES NOT INCLUDE REIMBURSEMENT OF ANY COST ASSOCIATED WITH RETURNING PROPERTY TO THE FEDERAL SURPLUS PROGRAM WAREHOUSE. CREDIT WILL ONLY BE EXTENDED AGAINST SERVICE CHARGES REFLECTED ON THE ORIGINAL ISSUE AND INVOICE DOCUMENT

FEDERAL REGULATIONS REQUIRE THAT PROPERTY BE PUT INTO USE, FOR THE PURPOSE FOR WHICH IT WAS ORIGINALLY OBTAINED THROUGH THE DONATION PROGRAM, WITHIN ONE YEAR FROM THE DATE OF ACQUISITION (DATE ON THE ISSUE AND INVOICE DOCUMENT). WE REALIZE THERE CAN BE EXTENUATING CIRCUMSTANCES AND HAVE ESTABLISHED THE FOLLOWING RETURN POLICY:

1. IF RETURNED TO OUR AGENCY WITHIN 30 DAYS OF THE DATE ON THE ISSUE AND INVOICE DOCUMENT, FULL CREDIT OF THE SERVICE CHARGE AMOUNT WILL BE EXTENDED.
2. IF RETURNED BETWEEN 30 AND 60 DAYS OF THE DATE ON THE ISSUE AND INVOICE DOCUMENT, 50% OF THE SERVICE CHARGE WILL BE EXTENDED.
3. IF RETURNED AFTER 60 DAYS OF THE DATE OF THE ISSUE AND INVOICE DOCUMENT, NO CREDIT WILL BE ALLOWED.

IN ALL CASES, RETURN OF FEDERAL SURPLUS PROPERTY REQUIRES PRIOR APPROVAL FROM THE FEDERAL SURPLUS PROPERTY PROGRAM MANAGER. ALL PROPERTY WILL BE INSPECTED PRIOR TO ISSUANCE OF ANY CREDIT.

THERE WILL BE NO CASH RETURNS. ALL RETURNS WILL BE CREDITED TO THE ACCOUNT OF THE DONEE ORGANIZATION.

IF YOU HAVE ANY QUESTIONS CONCERNING THIS POLICY THEY SHOULD BE DIRECTED TO THE FEDERAL SURPLUS PROGRAM MANAGER AT 378-8611.

I CERTIFY THAT I HAVE READ, UNDERSTAND AND AGREE TO THE RETURN POLICY AS STATED ABOVE.

DATE

SIGNATURE OF AUTHORIZED REPRESENTATIVE

DATE

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IF ADDITIONAL SIGNATURES ARE NEEDED, USE THE BACK OF THIS PAGE