

City of Chandler
Surplus Property and Capital Asset Donation Application

Entities receiving surplus property or capital assets are responsible for transport from the asset's location. All surplus property and capital assets are donated as-is with no warranty or guarantee as to the condition.

Applicant Information	Completed by Applicant
Name of Entity	
Type of Entity (Public, School, 501c3)	
Contact Person Name	
Contact Person Title	
Requestor Signature	
Mailing Address	
Telephone Number	
Email Address	
Property Requested	
Intended Use of Property	
Benefit of Use of Property	

City of Chandler
Surplus Property and Capital Asset Donation Application Review

City Review	Completed by City Staff
Requesting Entity Priority (circle)	(1) Public schools within the City of Chandler (2) Non-profit charitable organizations or other public agencies within the City of Chandler (3) All other non-profit charitable organizations or public agencies within the State of Arizona (4) Public schools, non-profit charitable organizations or public agencies within the State of Arizona.
Asset Number	
Asset Description	
Asset Condition	
Asset Estimated Value	
Review Disposition	<input type="checkbox"/> Approved <input type="checkbox"/> Not approved
Warehouse and Supply Program Manager Name	
Signature and Date	
Procurement and Supply Senior Manager Name	
Signature and Date	
Management Services Director Name	
Signature and Date	
Notes	
Attachments	<input type="checkbox"/> Copy of asset title or certificate of ownership <input type="checkbox"/> Copy of sold notice or title or certificate release <input type="checkbox"/> Copy of request letter, other request documentation (if any) <input type="checkbox"/> Donation approval documentation (if any)
Notes	