



Pajaro Valley Unified School District

## Technology Services

294 Green Valley Rd, Watsonville, CA, 95076 | Voice 831.786-2333 | FAX 831. 855.2290

### TECHNOLOGY DONATION FORM

COMPANY NAME \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_

DAY TIME PH# \_\_\_\_\_

EMAIL \_\_\_\_\_

VALUE OF DONATION \$ \_\_\_\_\_ REQUIRED IF YOU WANT ACKNOWLEDGEMENT FOR TAX RECORDS

#### For site use only

Site Name \_\_\_\_\_

Check one box only:

☐ Items to remain at site.

☐ Items to be forwarded to Tech Services and returned to site.

☐ Items to be forwarded to Tech Services and distributed via the Tech Liaison Network

### DESCRIPTION OF DONATED ITEMS

\_\_\_\_ CPU (computer)

Manufacturer: ☐ MAC INTEL \_

\_\_\_\_ ☐ PC DUAL CORE

Model: \_\_\_\_\_ Speed (MHz): \_\_\_\_\_

\_\_\_\_ KEYBOARDS

\_\_\_\_ MOUSE

\_\_\_\_ LCD MONITOR

Size: \_\_\_\_\_ inches

\_\_\_\_ INSTALLED SOFTWARE WITH LICENSES: \_\_\_\_\_

\_\_\_\_ BOXED SOFTWARE: \_\_\_\_\_

\_\_\_\_ MISCELLANEOUS CABLES, CARDS, OTHER: \_\_\_\_\_

\_\_\_\_ LASER PRINTER

Model: \_\_\_\_\_

NOTES: \_\_\_\_\_

#### Minimum Donation Specifications: Revised 5/1/2012

- Windows XP, Dual Core Processor, 1 GB RAM\*, 60GB Hard drive
- Macintosh OS X, Intel Processor, 1 GB RAM\*, 60GB Hard Drive

\*Site may need to purchase additional RAM if computer only has 1GB of RAM

Note: MS Office License (about \$50) may need to be purchased for each donated computer

- Laser Printer (no inkjet printers), 15" Color LCD Monitor (No CRTs)

Please forward completed form to Technology Services **PRIOR** to accepting donation. **All donations require Technology Dept. and School Board approval**