



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

- LAPTOPS Quantity: \_\_\_\_\_  
 Make: MAC PC  
 Model: \_\_\_\_\_ Speed (MHz): \_\_\_\_\_
- DESKTOP (CPU) Quantity: \_\_\_\_\_  
 Manufacturer: MAC INTEL PC DUAL CORE  
 Model: \_\_\_\_\_ Speed (MHz): \_\_\_\_\_
- LCD MONITORS Quantity: \_\_\_\_\_  
 Size: \_\_\_\_\_ inches
- IPADS Model: \_\_\_\_\_ Quantity: \_\_\_\_\_  
 Configuration: \_\_\_\_\_ Speed (MHz): \_\_\_\_\_
- LASER PRINTERS Model: \_\_\_\_\_ Quantity: \_\_\_\_\_
- KEYBOARD and MOUSE Quantity: \_\_\_\_\_
- INSTALLED SOFTWARE / LICENSES: \_\_\_\_\_
- MISCELLANEOUS CABLES, CARDS, OTHER: \_\_\_\_\_

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

#### Minimum Donation Specifications: Revised 8/11/2014

- Windows 7, Dual Core Processor, 2 GB RAM\*, 80GB Hard drive
  - Macintosh OS 10.8, Intel Core-two Duo Processor (Silver iMac), 2 GB RAM\*, 80GB Hard Drive
- \*Site may need to purchase additional RAM if computer only has 2GB of RAM memory
- Note: MS Office License (about \$55) 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