



2072 North Bibb Drive  
 Tucker, Georgia 30084-6233  
 770-414-6468 Fax 404-463-2912  
 www.doas.georgia.gov

**GA DOAS SURPLUS PROPERTY  
 APPLICATION FOR ELIGIBILITY**  
 (PLEASE TYPE OR PRINT CLEARLY)

Department of  
 Administrative Services  
*Customer Focused, Performance Driven*

NAME OF ORGANIZATION		TELEPHONE #		FAX #
LOCATION ADDRESS	CITY	STATE	ZIP	COUNTY
EMAIL ADDRESS				

**II. BILLING/MAILING INFORMATION (If different form above)**

BILLING ADDRESS	CITY	STATE	ZIP
MAILING ADDRESS	CITY	STATE	ZIP

**III. APPLICANT STATUS (Check One Only):**

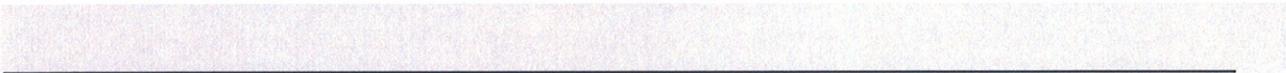
<input type="checkbox"/>	Public Agency including Public Schools
<input type="checkbox"/>	Nonprofit Organization
<input type="checkbox"/>	Service Educational Activities

**IV. TYPE OR PURPOSE OF ORGANIZATION (Check One Only):**

<input type="checkbox"/>	College	<input type="checkbox"/>	Child Care Center	<input type="checkbox"/>	Program for the Homeless
<input type="checkbox"/>	Health Center	<input type="checkbox"/>	School for Handicapped	<input type="checkbox"/>	Secondary School
<input type="checkbox"/>	Radio/TV Station	<input type="checkbox"/>	Museum	<input type="checkbox"/>	Nursing Home (Skilled)
<input type="checkbox"/>	Health Clinic	<input type="checkbox"/>	Sheltered Workshop	<input type="checkbox"/>	Research Center (Medical)
<input type="checkbox"/>	Elementary School	<input type="checkbox"/>	Hospital	<input type="checkbox"/>	Program for Impoverished
<input type="checkbox"/>	Library	<input type="checkbox"/>	Programs for Older Individuals	<input type="checkbox"/>	Volunteer Fire Dept
<input type="checkbox"/>	Other (Please specify)				

**V. BY SIGNING THIS FORM I CERTIFY THAT I HAVE READ AND UNDERSTAND THE FOLLOWING STATEMENTS:**

- All Property is "AS IS - WHERE IS." Service charges apply.
- There are no returns or refunds.
- Organization may or may not be eligible for federal and/or state personal property.
- The organization's eligibility status determines the property that may be purchased.
- All sales are at the discretion of Surplus Property Center Manager.
- This Property MUST be used in the official program for which you applied.
- You may NOT sell, loan, trade or cannibalize property.
- Other restrictions may apply.



DATE \_\_\_\_\_ SIGNATURE OF AUTHORIZED OFFICIAL \_\_\_\_\_ TITLE \_\_\_\_\_

**FOR STATE AGENCY USE**

Approved \_\_\_\_\_ Eligibility Code \_\_\_\_\_ Disapproved \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



Georgia Department of Administrative Services  
Surplus Property Division  
2072 N. Bibb Drive  
Tucker, GA 30084-6233

**DESIGNATION OF CERTIFYING OFFICIALS AND PROPERTY SELECTORS**

Name of Organization: \_\_\_\_\_

Certifying officials with authority to conduct all matters of business pertaining to the acquisition and utilization of surplus property acquired through the Georgia State Agency for Surplus Property. They are designated to obligate necessary Donee funds for this purpose; execute distribution documents binding the Donee to the terms, conditions, reservations, and restrictions applying to property obtained through the agency. The list will be updated on a periodic basis depending on type of organization. The certifying official is responsible for notifying the state agency in the event of changes to the list. Individuals not listed will be required to have written authorization from a certifying officer before being admitted to the agency distribution centers. Certifying officials are responsible for appointing property selectors.

NAME	TITLE	TELEPHONE	EMAIL ADDRESS

Property selectors have authority to visit and acquire items of property from the Georgia State Surplus Property Division. (Use additional pages if needed.)

NAME	TITLE	UNIT

Date: \_\_\_\_\_

\_\_\_\_\_ CERTIFYING OFFICIAL (PRINT)

Date: \_\_\_\_\_

\_\_\_\_\_ CERTIFYING OFFICIAL (SIGNATURE)

