

ACCRC



**Computer and Technology Resource Center
Alameda County Computer Resource Center (ACCRC)**

Individual Application Instructions

The Computer and Technology Resource Center (CATRC) is a non-profit computer recycling and training organization. We are dedicated to providing technical training and refurbished computer equipment to schools, non-profit organizations, and economically and/or physically disadvantaged individuals. In addition, we serve the community and the environment by recycling donated electronic equipment, components and materials for reuse.

We are able to provide computers to the public by refurbishing used computer equipment for which businesses, corporations, and individual donors no longer have a use. Although our computers may not run the newest software, they are adequate for many home, school, and office applications. Guidelines set by our Board of Directors are used to determine the priority status of each request according to availability of equipment, qualification of applicant and greatest public benefit.

Based on the information you provide in your application, after it has been approved your request will be assigned a priority status and will be ranked accordingly. When your request reaches the top of the list, we will call you and tell you what equipment we have available at the time and, together, we will determine if it is suitable for your use. If the computer equipment that is ready for placement doesn't fill your requirements, we will go on to the next applicant on the list. You will not lose your place on the waiting list. Waiting time for approved applicants can be as long as 3-6 months.

In order to keep our expenses at a minimum, any equipment we donate to you or your organization can be picked up **by appointment only** at our Berkeley Warehouse or it can be shipped to you at your expense. Please note that the waiting time is significantly longer for computers needing to be shipped.

INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.
ALL APPLICATIONS MUST HAVE A CURRENT INCOME VERIFICATION ATTACHED.

To complete the application, follow these steps:

Complete **all sections** of the applications.

Attach **copies of the requested documentation**.

Enclose a **business size self-addressed, stamped envelope** (SASE)

Mail your **application, documentation and the SASE** to:

Alameda County Computer Resource Center or ACCRC / Attn: PLACEMENTS
1501 Eastshore Hwy. Berkeley, CA 94710

YOU WILL BE NOTIFIED BY PHONE OR BY LETTER IF YOU HAVE BEEN APPROVED.

If you have further questions, please call us at (510) 367-1717, Office 510 528-4052

Tax ID# 68-0395504

INDIVIDUAL APPLICATION 10/08

ACCRC



Gross Monthly Wages	\$ _____	Monthly Income Total: _____
SDI	\$ _____	
SSI	\$ _____	Number of dependents other than self _____
Unemployment	\$ _____	Monthly Housing Expense \$ _____ rent
own		
Alimony	\$ _____	Other high monthly expense \$ _____ medical
Child Support	\$ _____	describe: _____
Other	\$ _____	

Statement of Confidentiality: It is understood that no one, other than CATRC authorized staff will be privy to this information except as may be authorized by law.

At this time we are placing the following computer: Pentium III class computer with 512 Megabytes of RAM 10+ Gig hard drive, a CD-ROM drive, and 3.5 inch high-density floppy drive, 17 " monitor

- * All systems come installed with a current version of Ubuntu Operating System
- *We do not supply or support Microsoft products and do not recommend them to our clients.
- * We do not provide modems, speakers, printers nor do we have laptops to donate.

If you are physically challenged, are there special requirements a computer must have to accommodate your challenge? (Please be aware that we may not be able to provide specialized equipment.)

I am applying for recycled computer equipment because I cannot obtain the computer equipment necessary to achieve the goals stated in this application. The information on this application is true to the best of my knowledge.

NAME: _____

Signature: _____

Date: _____

INDIVIDUAL APPLICATION 10/08