

USED EQUIPMENT JUSTIFICATION**REQUISITION #****Date:**

Please sign the below statement regarding the purchase of the “used” equipment,

Check and complete all that apply:

The requested equipment is suitable for our intended use and is as economical to use as new equipment.

Comparable specifications cannot be obtained.

There is not a market for the commodity

No one else can supply the commodity item requested.

The requested equipment has been examined by qualified personnel who certify that the equipment is in good working condition for the intended use.

It is in the best interest of Georgia Tech to purchase this used piece of equipment.

This item priced in _____ according to the vendor's
price sheet at that time or best estimate.

If purchased new today, this equipment would cost approximately \$

Signature: _____

Title: _____

Printed Name: _____