Do you need a personal computer?

We might be able to help you 'get IT'!

Choosing the right computer can be challenging – finding one that includes real technical support is almost impossible. Add a change in employment, a tight budget - and your computer purchase options can be confusing and really expensive.

This program was designed to help people overcome these and other challenges. We help thousands of people each year who need their own computers to achieve important personal goals.

These computers and included user support are made available for the lowest sustainable cost to recipients. The program fees are very low, thanks to the Maine businesses who donate these high-end business-class computers and our dedicated team of professionals and volunteers who do all the work behind the scenes.

Good luck with your exciting new endeavor!

Jodi and Chris Martin

Co-founders of the Information Technology Exchange - give IT. get IT.

www.giveITgetIT.org and https://www.facebook.com/giveITgetITUSA

Do your goals and income meet our guidelines?

If so – we can help you get IT!

1) Which goal are you working toward? (Check ONE)
☐ Personal research, communications, or writing   ☐ Pre K-12 Schoolwork   ☐ Adult Ed or GED
☐ College   ☐ Job skills development/Business Start-Up   ☐ General Family/Household Use

☐ Other (please explain): _____

2) Find your family size and circle your annual household income in this table >>> proof of income not required with this application, but we might ask for it during your application review. Your income (based on the number of people in your home) must fit into this table to be eligible.

Family Size	Household Income
1	Up to $29,160
2	Up to $39,440
3	Up to $49,720
4	Up to $60,000
5	Up to $70,280
6	Up to $80,560
7	Up to $90,840
8	Up to $101,120
Based on 200% of FPL 2023	

3) Do any of these programs apply to you? You do not have to be in one of these programs to participate in the program, but if you are, please let us know by checking it off.
☐ SSA/SSI   ☐ Maine's CSSP   ☐ Unemployment benefits   ☐ Voc Rehab
☐ SNAP   ☐ Senior Citizen   ☐ EBB or ACP

4) Do you have a Sponsor? This is someone who will pay your fee for you.

☐ **YES**- I have a sponsor. ☐ Voc Rehab ☐ CSSP ☐ Other: _____

Counselor Name: _____ Office Location_____

Telephone #:_____ Counselor's Email_____

☐ **NO** - I will be paying my fee personally.

* Participation limited to one per household **OR** one per student living in the home. Must be a legal US citizen to apply.

About you and how you learned about give IT. get IT.

Name:
_____

Physical Address:
_____

City: _____ **State:**_____ **Zip:** _____

Phone: _____ **Email:** _____

5) Please estimate your computer experience level:
(very experienced users can troubleshoot hardware issues, reload operating systems, etc.- **check one**)
☐ (1) None;   ☐ (2) A Little;   ☐ (3) Fair amount;   ☐ (4) Use Computers often;   ☐ (5) Very experienced.

6) How did you find out about give IT get IT? (check one)
☐ (1) Voc. Rehab or career center;   ☐ (2) Flyer from school;   ☐ (3) Flyer from a library;   ☐ (4) A Friend

☐ (5) Internet Provider;   ☐ (6) Other: _____

These are warrantied refurbished business-class computers that will provide years of use when properly cared for. Desktop Systems are warrantied for 1 year, laptops for 90 days.

Systems Specifications-

All of these systems are Intel i Series 4 up to 8th gen. All systems include wireless and wired networking, webcams, speakers or headphones, keyboard, mouse, cables, and pre-loaded software for word processing, spreadsheets, and system maintenance. Desktops come with a 19+" LCD monitor; laptops include 13" or larger screens, an AC adapter, and a laptop carrying case. Laptop battery charges warrantied for 30 minutes.

Desktops are tough and less expensive. Choose a laptop only if you must have portability!

Introductory System – *Desktop or Laptop system, No eligibility restrictions (available to everyone)*

8 GB RAM, 256GB Solid State Hard Drive, Linux Operating System, Libra Office for spreadsheets, word processing... This computer is great for streaming video, writing documents, email, and the Internet and is also compatible with Zoom and most video conferencing applications.

Desktop Computer: ☐$99 Picked up in Waterville or ☐$135 shipped to your address.

Laptop Computer: ☐$125 Picked Up in Waterville or ☐$160 shipped to your address

Basic Home System

8 GB RAM, 256GB Solid State Hard Drive, Windows 10 Pro Operating System, 2019 Microsoft Office Suite (Word, Excel, PowerPoint, One Note), Windows Defender Antivirus, and system tools. This computer will perform all your online activities, school, and basic office uses.

Laptop Computer: ☐$190 Picked Up in Waterville or ☐$230 shipped to your address

Student and Home Office System

8 GB RAM, 256GB Solid State Hard Drive, Windows 10 Pro Operating System, 2019 Microsoft Office Suite (Word, Excel, PowerPoint, One Note), Antivirus, and system tools. This system will perform all your online activities, college-level studies, and professional office use.

Desktop Computer ☐ $175 Picked up in Waterville or ☐ $215 shipped to your address.

Laptop Computer ☐ $355 Picked up in Waterville or ☐ $390 shipped to your address.

More Options

Tools, Upgrades, Components, and Peripherals

☐ Laptop Docking Station- allows laptop connection to multiple monitors and peripherals..	$50
☐ Add a Communicator headset or External speakers (laptops)	$20
☐ Surge Protection Power Strip	$3
☐ 24" Desktop Monitor	$50
☐ Printers (when available) Pickup Only- call ahead	CALL

TOTAL YOUR FEE

Program FEE: (cost of system) $_____ . ___ A
All Options: (total of options) $_____ . ___ B
Total Due (A+B=C) $_____ . ___ C

Maine State Sales Tax (5.5%) is included in the program and option fees

**MAKE CHECKS PAYABLE TO: ITE
PO Box 589, Searsport, ME 04974**

Call 207-338-4233 if you need help with this form

Definitions

ITE- Information Technology Exchange, give IT. get IT., its Directors, Employees, Donors, and Volunteers
Participant- Eligible individuals or families that have been approved to participate in this program
Hardware- Physical computer systems, parts, and accessories
Software- Programs and software applications, licenses.

Participant agrees to the terms outlined in this document.

The services outlined in this document are not transferable and are limited to program participants, hardware, and software provided by ITE. Microsoft does **not** provide support for Operating Systems or Office Software. The warranty period begins on the date on which your application has been processed by ITE. The participant promises to honor all software and licensing terms and end-user license agreements (EULAs). Participant agrees to use ITE's resources (equipment, software, and services) primarily for the stated goals of the application. Participant also understands that the warranty and help desk support services are limited to questions, failures, and issues that impede those goals on a limited basis. ITE is **not** responsible for any losses, claims, damages, or civil/criminal activities associated with program equipment use. This includes, but is not limited to, personal information, data, licensing, improper use, other damages.

Warranty & Exchange Information

The ITE warranty or exchange process must be initiated by contacting ITE by phone or email. The participant is responsible for repackaging and shipping any/all faulty parts to ITE. The warranty is limited to parts that fail due to regular use and includes the cost of part replacement, labor, and return shipping from ITE to the participant. ITE reserves the right to replace a system with something comparable or determine that a machine has failed due to misuse or uncommon conditions (see: Ineligible Returns). Data recovery fees may apply. Warranty is void if the participant is not in compliance with all outlined requirements and expectations. *All items must be returned in their original packaging, undamaged and unmodified.*

Eligible Returns: - **All Systems:** Within 1-15 days: 100% Money Back	**Ineligible Returns:** - Software or Hardware issues related to changes, modifications, or infections which took place after the machine was purchased. - Systems or accessories that are missing parts or show signs of misuse tampering, damage, or technical service by a 3rd party. - Optional software or licensing that is unsealed and/or open. - Training, coaching, shipping, or services already been provided.

Optional/Misc. Equipment

These items (optional parts, new equipment, manufacturer warranty) are subject to their respective manufacturer warranties and requirements. If a new item fails to perform as guaranteed, ITE will help the participant manage the replacement and warranty process with the manufacturer. For assistance, the participant must contact ITE **before** they contact the manufacturer.

Hardware Warranty – 90 days for laptops, 1 year for desktops. We will always do what we can to provide the participant with parts and service and the lowest possible cost even after the warranty period ends.

Technical Support

Support is available weekdays from 8:00am to 5:00pm. The participant has access to phone and remote support for any eligible computer issues. Please note: Some problems can only be corrected hands-on by ITE technicians and may require returning the system to the Waterville facility at 60 Industrial Street (04901). ITE's support phone number is 207-322-9555, email: helpdesk@itec3.org.

System Delivery

All deliveries require a signature and the recipient must be present at the time of delivery. ITE will contact the participant when a system or item has been put into shipping and is on its way.

Personal Information

ITE does **not** share, sell, or otherwise distribute personal participant information from the application or questions that may be asked. ITE does reserve the right to share generic participant outcomes and statistics related to the mission and services of ITE. The information gathered by the application and any ITE survey, support request, or communications is used solely to help participants, improve ITE services and mission outcomes.

Customers who have returned equipment for repair who have not contacted us within 30 days will be regarded as having abandoned their equipment. At our discretion, abandoned equipment will be recycled.

By signing, I personally certify that any income and eligibility responses and information I have provided are accurate and agree to provide the appropriate documentation upon request. Please sign that you understand and agree to these terms.

Signature: _____**Date:** _____

You can scan and email this to sropiak@giveITgetIT.org or mail USPS to ITE, PO Box 589, Searsport, Maine 04974