STATE OF ARKANSAS
Department of Finance and Administration

OFFICE OF STATE PROCUREMENT
Marketing and Redistribution
6620 Young Road
Little Rock, Arkansas 72209
Phone: (501) 565-8645
Fax: (501) 565-5059
http://www.arstatesurplus.com

Dear Prospective Buyer:

Thank you for your interest in buying from DFA – Marketing & Redistribution. The purpose of Marketing & Redistribution is to return money to the State by selling goods that were previously purchased for use by State Agencies.

Please complete the attached form and return it with certification/verification of not for profit organization, as defined in Ark. Code Ann. § 22-1-101, along with a copy of current 501-C-3 status.

Upon receipt and verification of the application, your institution and the individuals you have authorized will be placed on the list of authorized buyers at Marketing & Redistribution. You will be notified within fifteen (15) working days of our decision. A hard copy of the application with original signature(s) must be mailed to the above address. Electronic signatures are not acceptable.

Please be aware that gifts or gratuities of any kind or nature, regardless of value are not acceptable.

Acceptable forms of payment are Business/Company checks with pre-printed name and Business/Company Credit Card with proper ID. Personal checks and cash will not be accepted. Merchandise must be paid for at time of removal.

Thank you for your interest in Marketing & Redistribution. It will be our pleasure to do business with you.

Sincerely,

David W. Justice
Manager

DWJ/lkw

Attachment

DFA – Marketing & Redistribution
6620 Young Road
Little Rock, AR 72209, 501.565.8645, Fax 501.565.5059

APPLICATION TO PURCHASE STATE OWNED SURPLUS PROPERTY
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PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION:

NAME OF NON PROFIT ORGANIZATION: _____

STREET ADDRESS: _____

MAILING ADDRESS: _____

CITY: _____COUNTY:_____

STATE: _____ ZIP CODE: _____

TELEPHONE NO: _____ FAX: _____

ATTACH COPY OF 501-C-3 STATUS: _____

_____

_____

I hereby authorize the following representative(s) to acquire property from DFA-Marketing & Redistribution. It is understood that all property purchased will be utilized by the applicant for their institution.

_____

_____

_____

_____

_____

SIGNATURE OF PERSON AUTHORIZED TO OBLIGATE FUNDS:

SIGNED: _____

PRINTED NAME: _____

EMAIL ADDRESS: _____

TITLE: _____DATE:_____