



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>

Arkansas Tax Supported Entities:

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 verification from the appropriate city, county, or state agency, certifying that you derive at least fifty percent (50%) of your revenue by appropriation from a taxing jurisdiction. A copy of the statute or ordinance authorizing the appropriation will also be accepted as proof. Applications will not be approved based solely on information on the application without appropriate verification. Not-for-profit organizations do not qualify.

Upon receipt and verification of the application, your institution and the individuals you have nominated 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.

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

Sincerely,

David W. Justice
Manager

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

APPLICATION TO PURCHASE STATE OWNED SURPLUS PROPERTY

PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION:

NAME OF TAX SUPPORTED INSTITUTION: _____

STREET ADDRESS: _____

MAILING ADDRESS: _____

CITY: _____ COUNTY: _____

STATE: _____ ZIP CODE: _____

TELEPHONE NO: _____ FAX: _____

SOURCE OF APPROPRIATED TAX SUPPORT: _____

APPLICANT DOES _____ DOES NOT _____ REQUIRE A PURCHASE ORDER.

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

SIGNATURE OF PERSON AUTHORIZED TO OBLIGATE TAX FUNDS:

SIGNED: _____

PRINTED NAME: _____

EMAIL ADDRESS: _____

TITLE: _____ DATE: _____