

Employee IT Equipment Purchase Form

Employee Name: _____ Date: _____

Item(s)

Item #: _____

Serial #: _____

Model #: _____

Description: _____

Method of Payment

Sale (tax included)

\$ _____

120 days (tax included)

\$ _____

By signing this form, I agree to pay Limestone University the amount listed in exchange for ownership of the device(s) listed. It is understood that this Bill of Sale implies no warranties from the Seller. The property being sold under this Bill of Sale is on an "AS-IS" basis and any known or unknown defects shall be the sole liability of the Buyer. Limestone University is not obligated and has no responsibility to offer technical assistance or support for devices included in this agreement. Buyer acknowledges this liability with their signature below.

Employee Signature: _____

CIO Approval: _____ Approval Date: _____

Business Office Approval: _____

Human Resources Approval: _____