

Nonprofit Technology Resources
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<http://NTRweb.org>

**Celebrating Our
35th Year of Service**



NTR thrives off of donated equipment, reusing as much as possible in our various distribution programs and sending anything NTR can't use to local recyclers. NTR can take computers and nearly all computer-related equipment. NTR does not charge for these services, but we do have some criteria of what we can take

Donor drops off:

- NTR can receive drop-off donations Monday through Thursday, 9am through 3pm. For donations of more than 10 itemized¹ units, please call NTR at least 30 minutes before arriving.
- A signed, itemized¹ copy of the donation form is available as your receipt.
- NTR **cannot** accept furniture, large workgroup copiers, home appliances (microwaves, dishwashers, refrigerators, etc), stereo/home theater equipment (DVD/VCR players, radios, theater-style speakers, CRT televisions, etc), or other items weighing more than 50lbs. The exceptions are flat-screen TVs and digital projectors – both of which are usable with computers.
- NTR reserves the right to decline *large quantities* of computer equipment that are both unusable and costly to recycle. We define *large quantity* as "more than can fit in one trip with a passenger car." This currently includes:
 - CRT monitors that are known to be defective, or a size other than 17"
 - Known-defective laser printers or *any* InkJet printers (working or not)

NTR picks up:

- NTR can schedule a free pick-up of larger quantities of equipment that include at least a core group of 10 useful desktop/laptop computers
 - Identical (or nearly identical) brand and model
 - Believed to be in working order or easily repairable
 - Pentium 4/Apple G4 or better CPU - essentially from year 2001 or newer.
- Along with that minimum, NTR can take servers, monitors, peripherals, cabling, printers, non-working or older equipment, etc - up to the capacity of our truck.
- In rare cases, NTR can also take furniture or other non-computer equipment.
- The donation will be inventoried at NTR's facility, after which an itemized¹ report can be emailed or faxed to the donor.
- NTR can pick up anywhere in Philadelphia or the surrounding metropolitan area. Donors located outside of this area should call or email NTR before planning on donating to NTR

Standard donation protection:

All donated equipment is treated with the following privacy and security measures:

¹ Itemization covers PCs, monitors, printers, laptops, servers, and scanners. Other peripherals, computer parts, network equipment, telephones, or cords are not itemized.

- Desktop hard drives are removed as soon as the computers are accounted for in our inventory
- Hard drives are formatted during our drive copy processes before they are ever used in a computer
- Hard drives that are faulty or are too small to use are destroyed in our electromagnetic degaussing machine before being boxed up for recycling
- External hard drives and flash drives are formatted prior to use
- Used removable media such as data CD-Rs, floppy discs, and tape back-ups are immediately boxed up with other plastic recyclables

For further questions, call NTR and ask for Steven Feldman.

Thank you for thinking of NTR as a destination for your used equipment!