SLAC Swap 2018

WHAT: A SLAC Reuse Event
WHEN: Wednesday, October 24
Donations: 11 AM - 2 PM
Peruse & Pick up: Noon to 3 PM
WHERE: B053 SUSB Outdoor Breezeway
WHO: All groups at SLAC
WHY: Provide an opportunity for a second life for unused items
HOW: See details below

**Only for SLAC materials (no personal property) and all items must remain on site for SLAC use.**

### Want at SLAC Swap: Functional, usable Items

<table>
<thead>
<tr>
<th>Item Category</th>
<th>Lab Supplies</th>
<th>Small Equipment</th>
<th>Office Hardware and</th>
<th>Office Hardware</th>
<th>Bigger Items &amp; Equipment</th>
<th>Computer Equipment</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Examples</strong></td>
<td>Pipette tips, glassware, tube racks, graduated cylinders, cryovials, dispensers</td>
<td>Fittings, usable optics, oscilloscopes, multi-meters, power supplies, signal analyzers, hand tools, small power tools, vortexers, pH meters, sieves, stir plates</td>
<td>Unopened toner cartridge (needs box or model information), pens, pencils, folders, reams of paper</td>
<td>White boards, cork boards, ergonomics equipment</td>
<td>Heavy and/or hard to transport items, material handling equipment, large tools, furniture</td>
<td>High end monitors (min 27”), usable computers, mice, keyboards</td>
</tr>
</tbody>
</table>

### How to Handle

**Pre-registration:**
1) REQUIRED for large, heavy or bulky items - We will work with you to post a photo & listing at SLAC Swap, no need to transport these items to the Event Location.
2) Recommended for other items - We can take your information down before the day of the event and if needed temporarily store your items between now and the event day.

**Day-of Registration**
Or bring to the SLAC Swap location and do on-site registration between 11 AM and 2 PM the day of the event.


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### Don’t want at SLAC Swap

<table>
<thead>
<tr>
<th>Item Category</th>
<th>Chemicals</th>
<th>Appliances</th>
<th>Items that have been in accelerator housing or radiological area</th>
<th>Hazardous Materials</th>
<th>Broken or Unsafe Furniture</th>
<th>Consumables</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Examples</strong></td>
<td>Surplus usable chemicals</td>
<td>Mini-fridges, space heaters, microwave ovens</td>
<td>All</td>
<td>Items with mercury switches, beryllium, oil, refrigerants, asbestos, NEG, compressed gases</td>
<td>Chairs with 4-wheels, damaged furniture that impacts use or safety</td>
<td>Dirty, damaged, or worn consumables</td>
</tr>
</tbody>
</table>

**How to Handle**
Talk to Stanford’s Surplus Chemical Program at the SLAC Swap or contact Heather Perry directly at: hperry@stanford.edu (650) 723-1208

Contact Salvage: [https://internal.slac.stanford.edu/salvage-catalog/](https://internal.slac.stanford.edu/salvage-catalog/)

Complete a Salvage/Radiological Form [https://www-internal.slac.stanford.edu/ocfo/purchasing/propertycontrol/propertySalvage.htm](https://www-internal.slac.stanford.edu/ocfo/purchasing/propertycontrol/propertySalvage.htm) and contact RP for a Radiological Survey (x4299)

Contact Waste Management: [https://www-group.slac.stanford.edu/esh/ groups/fsd/hwm/](https://www-group.slac.stanford.edu/esh/ groups/fsd/hwm/)

Contact Salvage: [https://internal.slac.stanford.edu/salvage-catalog/](https://internal.slac.stanford.edu/salvage-catalog/)

Recycling for glass, plastic or paper items. Landfill bin for everything else.

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Learn about reuse, sustainability and ergonomic health from tabling organizations:
- Stanford Recycling/PSSI on Zero Waste
- Stanford Sustainability on My Cardinal Green
- Stanford Chemical Surplus
- SLAC Ergonomics Program

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Got Questions? Ask us at Reuse@slac.stanford.edu