**PRE-REGISTRATION FORM**

Please complete this form (except for the SWAP ID) by Oct 19th and email it to [Reuse@slac.stanford.edu](Reuse%40slac.stanford.edu). We will post this at the SLAC Swap on Wednesday October 24th.

| **Item Description:**  |
| --- |
| **Donor Name:**By checking this box I confirm that I understand that only SLAC materials (no personal items) in good condition are acceptable for donation.  | **SLAC Swap ID:**(SLAC Swap Rep to Assign) |
| **Donor Email/phone ext:** |
| **Building of Origin:** |
| **Property Control Number (if Applicable):** |
| **Estimated Value:** |
| **Estimated Age:** |
| **Special Information (Instructions, limitations, ESH notification etc):** |

Insert Photo(s) of Item Here