

Teachers College, Columbia University
525 West 120th Street
New York, NY 10027

Equipment, Furniture, or Fixture Release Form Agreement

Teachers College, Columbia University, this day of _____

Authorizes the: **(fill in one line only)**

Donation of _____
OR

Purchase of _____
for the sum of \$ _____

To _____ of _____

(hereafter known as the receiving agent), with the specific understanding that said above mentioned item(s) will be removed by the receiving agent at their own expense and liability within thirty (30) days of this agreement from the colleges premises at a mutually agreed upon appointed date.

It is further understood that the donated or purchased item(s) shall be used properly and solely for the purposes for which they were originally intended, under safe conditions, and under all circumstances, the receiving agent will release Teachers College, Columbia University of any and all liability of said item(s) hereafter and assume all physical, legal and financial liability.

It is so agreed.

Authorized TC sellers signature

date

Receiving agent signature

date