



242 Greene Street  
 New York, New York 10003  
 (212) 998-4672 or (800) 456-1494

# Order Form

STORE USE ONLY

Order # \_\_\_\_\_  
 DATE \_\_\_\_\_

E-Mail: [computer.store@nyu.edu](mailto:computer.store@nyu.edu)  
[computer.service@nyu.edu](mailto:computer.service@nyu.edu)  
 Fax: (212) 995-3779

## LOCAL ADDRESS

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_ APT. # \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

TELEPHONE # \_\_\_\_\_ E-MAIL \_\_\_\_\_

## PERMANENT ADDRESS

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_ APT. # \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

TELEPHONE # \_\_\_\_\_ SHIPPING:  Customer will pickup  
 Ship in state  
 Ship out of state

**Customer: Please fill in description and amount below.**

Description	SKU #	STORE USE ONLY			Amount
		Date	Cust	Staff	

DATE: \_\_\_\_\_ RECEIVED BY: \_\_\_\_\_

DELIVERED BY: \_\_\_\_\_

SUBTOTAL	
8.375% TAX	
SHIPPING	
TOTAL SALE	
DEPOSIT	
BALANCE DUE	
DEFERRED PAYMENT	

CREDIT CARD TYPE: VISA/MC AMEX DISCOVER

CARD #: \_\_\_\_\_ EXP. DATE: \_\_\_\_\_

I authorize the NYU Computer Store to charge \$ \_\_\_\_\_ to my credit card.

CARDHOLDER SIGNATURE: \_\_\_\_\_  
 (Cardholder Signature Required for all Orders.)

**I HAVE READ AND AGREE TO THE TERMS AND CONDITIONS ON THE BACK OF THIS FORM.**

FACULTY/ ADMINISTRATOR/ STAFF:  
 UNDERGRADUATE STUDENT: \_\_\_\_\_ GRADUATE STUDENT: \_\_\_\_\_

CHECK ONE: Freshman Sophomore Junior Senior

ID #: \_\_\_\_\_ SCHOOL/DEPT: \_\_\_\_\_

CUSTOMER SIGNATURE: \_\_\_\_\_

NYU IDENTIFICATION VERIFICATION SIGNATURE: \_\_\_\_\_  
 STORE USE ONLY

## AMOUNT PAYABLE AT PICKUP

Payable in cash, certified check, or credit card. No personal checks.

## Terms and Conditions

**The NYU Computer Store makes computer hardware and software available at discounted educational prices. In general you may only purchase computer equipment at these educational prices if you are a member of the NYU community and if you represent that the equipment purchased is for your personal, educational, and/or research use and not for business, resale, or any other purpose.**

### **Additional Apple Specific Conditions:**

The NYU Computer Store may only sell Apple Computer equipment to: NYU faculty; students enrolled in a course of study leading to a degree or certificate from NYU; entering freshman who have graduated high school, been accepted by NYU, signed a letter of intent to enroll, and submitted a nonrefundable deposit to NYU; and permanent NYU staff, other than contractors or consultants, who are directly associated with NYU's academic mission.

Qualified customers must complete and sign our order form verifying the above information prior to any purchase of Apple computer equipment.

### **Additional Dell Specific Conditions:**

The NYU Computer Store may only sell Dell computer equipment to NYU faculty or staff who are eligible for NYU's minimum employment benefits. The NYU Computer Store may only sell Dell computer equipment to NYU students who are enrolled for instruction or have received a letter of acceptance for enrollment with NYU.

### **Additional IBM Specific Conditions:**

The NYU Computer Store may only sell IBM computer equipment to: NYU faculty; NYU staff; and students enrolled in a course of study leading to a degree from NYU, or a course of study at NYU which is at least one year long and leading to a certificate from NYU, or a course of study at NYU which is at least three months long and required for the maintenance of professional certification.

### **Additional Gateway Specific Conditions:**

The NYU Computer Store may sell Gateway computer equipment to any end user having direct contact, access, or communications with NYU.

### **Additional Hewlett Packard Specific Conditions:**

The NYU Computer Store may only sell Hewlett Packard computer equipment to NYU faculty, staff, and NYU students enrolled in a degree-seeking program.

### **All Hardware/Software Purchase Conditions**

New York University disclaims all warranties, express or limited, with respect to the sales of computer hardware or software, including without limitation, implied warranties of merchantability and fitness for a particular purpose.

Please consider your purchases carefully and in consultation with one of our staff. All sales are final at the time of pick up or delivery. Custom configuration orders cannot be cancelled once placed. If an item is not in stock at the time of order, we will attempt to assure delivery in a timely manner. However, the NYU Computer Store cannot warrant or guarantee a specific delivery date.