# ENAE207 - Equipment Gifting

Enable New Zealand has been advised that you wish to gift your privately purchased equipment to Whaikaha – Ministry of Disabled People (Whaikaha). Your EMS Assessor will complete a service request to accompany this form. If you have any questions please speak to your assessor or contact us at enable@enable.co.nz

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| **Client details** |
| **Family name** | Enter name | **First name** | Enter name |
| **Street address** | Enter address | **Town/city** | Enter town/city |
| **Postcode** | Enter postcode | **Phone** | Enter phone |
| **NHI number** | Enter NHI | **Date of birth** | Enter date of birth |

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| **EMS Assessor details** |
| **Name** | Enter name | **AEA number** | Enter name |
| **Email** | Enter email | **Phone** | Enter phone |

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| **Terms and conditions** |
| Many community equipment assets owned by Whaikaha are managed by Enable New Zealand and are subject to the following terms and conditions:* Once I no longer require this equipment, I will contact Enable New Zealand on 0800 362 253 to arrange for its return because it could be checked and made available for use by another person.
* The equipment cannot be modified without the knowledge and consent of Enable New Zealand.
* If the equipment needs repairing, Enable New Zealand will coordinate the repair and maintenance of equipment through Whaikaha funding where this is due to normal wear and tear. (Note: this does not include the day-to-day maintenance of equipment ie cleaning).
* If I don’t look after the equipment, or use it for the purpose it was provided, I will be responsible for all costs associated with the repair and/or replacement and/or componentry.
* Repairs will be completed during normal business hours (8am – 5pm).
* No reimbursement will be made for any financial contribution that I have made toward an item of equipment.
* Part funded equipment must be returned to Enable New Zealand when it is no longer required.
* No retrospective funding or reimbursement will be provided for any equipment or repairs.
* An asset number will be assigned to my equipment.

Note: Where the equipment you have purchased is of a higher specification having specialised options (i.e. power chair with powered elevating leg rests, powered recline) these items may not be eligible for repair or replacement where these are deemed to be outside of the Whaikaha funding criteria. Repair of these items will need to be confirmed by your EMS Assessor. |

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| **Client declaration** |
| I have read, understood, and accept the terms and conditions above relating to the gifting of my equipment to Whaikaha. I confirm that I wish to donate the following equipment to Whaikaha. |
| **Brand** | Enter equipment brand | **Model** | Enter equipment model |
| **Signature** | Enter signature | **Date** | Enter date |

Please sign and return this form to Enable New Zealand, PO Box 4547, Palmerston North, 4442 or scan and email it to enable@enable.co.nz.

You may wish to retain a copy of this form for your future reference