

## West Chester University Surplus Property Reuse on Campus

The University has random amounts of used surplus furniture pieces available for campus reuse in the Facilities Stores warehouse located at 821 South Matlack Street. If you have an interest in viewing these items, contact Jon Marziale at [jmarziale@wcupa.edu](mailto:jmarziale@wcupa.edu) or x2918 for an appointment.

Items will be awarded on a first come, first serve basis after being viewed and chosen by the user. After your items are tagged, you are responsible to contact your Facility Building Administrator who can submit a TMA work request to have Moving Services deliver them. Have them include your email address in the request so you can receive the automated email regarding status. Please allow 5-10 days for delivery. If your items need to be assembled upon delivery, be sure to ask for an additional work request to have the Carpentry Shop coordinate with the Moving Crew.