eWaste provider	Apple - via TechCollect
Must the school be a customer?	YES. It is expected that most of the collection will be Apple equipment
What they WILL collect	✔ Desktops and/or LCD monitors ✔ Notebooks / Tablets / Chromebooks
What they WON'T collect	✘ Flat Screen TVs ✘ CRT Monitors / TVs ✘ Fileservers ✘ Data Projectors ✘ Projector Lamps ✘ Interactive Whiteboards ✘ Loose cables or batteries ✘ Uninterruptible Power Supplies ✘ Ethernet Switches / Wireless Access Points ✘ Printers / Scanners ✘ Photocopiers ✘ Fax machines ✘ Telephone handsets
What quantity?	Minimum 22kg
Important instructions	Acceptable items include any Apple device. Products from other vendors in the same categories as those sold by Apple will be accepted. All items to be collected must be available from no more than 2 locations within the school and in locations that provides reasonable access to the collector. All items must be suitably packaged for safe transportation. More information on the booking form under "Book a pickup for larger items". The school is responsible for removing all confidential and personal data from your e-waste items prior to collection. This can be done by reformatting, F12 rebuild or factory reset.
How to book eWaste collection	Visit the booking form at **https://techcollect.com.au/apple-customers-form/** to place your request for recycling. Gather all equipment for recycling. Ensure data has been removed and packaged according to instructions from TechCollect.
Lead time	Collections are typically completed within a month of lodgement, but this may vary depending on volume and location. TechCollect will contact you shortly after registration to discussion collection options.

eWaste provider	Acer Computer Australia
Must the school be a customer?	YES – You will need to quote a previous Order or Invoice number when booking
What they WILL collect	✔ Desktops and/or LCD monitors ✔ Notebooks / Tablets / Chromebooks ✔ Flat Screen TVs ✔ CRT Monitors / TVs ✔ Fileservers ✔ Data Projectors ✔ Projector Lamps ✔ Interactive Whiteboards ✔ Loose cables or batteries ✔ Uninterruptible Power Supplies ✔ Ethernet Switches / WAPs ✔ Printers ✔ Scanners ✔ Photocopiers ✔ Fax machines ✔ Telephone handsets
What quantity?	Acer expects a minimum of 20 devices per booking
Important instructions	- All items should be at reception or a single, easily accessible location - Larger devices can be loosely stacked, but smaller accessories like keyboards, mice, cables, adaptors should be boxed. - Acer does not charge customers for pickup, transportation or for recycling of the equipment. The school should remove all confidential and personal data from your e-waste items prior to collection. This can be done by reformatting, F12 rebuild or factory reset.
How to book eWaste collection	Use the booking form at **https://online.acer.com.au/acer/store/acerewaste** to place your request for recycling. The link lists the instructions the school needs to follow to have the old assets collected by Acer.
Lead time	10 to 20 business days maximum, following successful booking.

eWaste provider	Dell Technologies
Must the school be a customer?	YES – You will need to quote a previous Order or Invoice number when booking
What they WILL collect	✔ Desktops and/or LCD monitors ✔ Notebooks / Tablets / Chromebooks
What they WON'T collect	✖ Flat Screen TVs ✖ CRT Monitors / TVs ✖ Fileservers ✖ Data Projectors ✖ Projector Lamps ✖ Interactive Whiteboards ✖ Loose cables or batteries ✖ Uninterruptible Power Supplies ✖ Ethernet Switches / Wireless Access Points ✖ Printers / Scanners ✖ Photocopiers ✖ Fax machines ✖ Telephone handsets
What quantity?	No minimum quantity is required as collection is done via consignment note however, **Dell only offers a 1:1 takeback**. For every one Dell device ordered, one similar device can be returned.
Important instructions	• All items should be at reception or a single, easily accessible location • All items must be boxed in manageable size and weight boxes. • The school should remove all confidential and personal data from your e-waste items prior to collection. This can be done by reformatting, F12 rebuild or factory reset.
How to book eWaste collection	**Download and complete this Excel sheet** and then email as an attachment to *DOE.Takeback@Dell.com* – the school will be emailed a consignment note.
Lead time	Following confirmed successful booking, please allow 2 business days to receive the consignment note for courier booking.

eWaste provider	HP Inc.
Must the school be a customer?	YES
What they WILL collect	✔ Desktops and LCD monitors ✔ Notebooks / Tablets / Chromebooks ✔ Associated cables, peripherals and adapters ✔ Printers / Scanners
What they WON'T collect	✖ Flat Screen TVs ✖ CRT Monitors / TVs ✖ Fileservers ✖ Data Projectors ✖ Projector Lamps ✖ Interactive Whiteboards ✖ Loose cables or batteries ✖ Uninterruptible Power Supplies ✖ Ethernet Switches / Wireless Access Points ✖ Photocopiers ✖ Fax machines ✖ Telephone handsets
What quantity?	HP reserves the right to determine if the school's submitted quantity is suitable for collection.
Important instructions	• All items should be at reception or a single, easily accessible location • Larger devices can be loosely stacked, but smaller accessories like keyboards, mice, cables, adaptors should be boxed. • The school should remove all confidential and personal data from your e-waste items prior to collection. This can be done by reformatting, F12 rebuild or factory reset.
How to book eWaste collection	Please email *dectakebackservice@hp.com* and clearly specify the quantity and breakdown of equipment to be collected as well as contact details.
Lead time	Following confirmed successful booking, please allow up to four weeks for collection.