

Surplus Equipment Consortium Network
SEC/N.S1.CL. 01. B
Buyer's Checklist

Seller Profile	Yes	No	Unknown	Comments
Is the Seller a SEC/N member?				
Is the Seller the				
• OEM?				
• Broker?				
• Dealer?				
• Other				
Does the Seller have possession of the tool?				
Does the Seller own the Tool?				
Date in which buyer can take possession				
Can a demonstration be offered?				
Buyer Outline	Yes	No	Unknown	Comments
Is a Software License Required?				
• Is it available from a Third Party?				
Does the OEM require Machine Registration?				
• If so, what are the details?				
• Must the OEM be contacted directly?				
How long can the Tool be supported?				
• With spare parts?				
• Technical support?				
Is Tool obsolete?				
Is Tool still in production?				
Are upgrades and retrofit kits available?				
Is software available?				
Are there any export issues?				
• Controlled Technology?				
• Trade Barriers?				
• Governmental Issues?				

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• Customs?				
• Taxes?				
• Tariffs?				
• Patents?				
Tool Assessment	Yes	No	Unknown	Comments
SEC/N Equipment Condition Index available?				
Is Documentation available?				
Is De-installation info available?				
Has Tool been decontaminated?				
IS Service/Maintenance history available?				
Has tool been transported from last installed location?				
Has Tool been in storage?				
Has Tool been modified?				
• by OEM				
• by 3 rd party				
• Is documentation of modification available?				
Record the Model and Serial Number.	Model #		Serial #	
How is the Tool configured?				
What is the transportation history?				
What is the storage history?				
Tool Inspection	Yes	No	Unknown	Comments
Tool is to be inspected? (SEC/N strongly recommends)				

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• by Buyer?				
• by OEM?				
• by 3 rd party				
Functional inspection?				
Physical inspection?				
Confirm condition and configuration?				
Sample run of test product?				
OEM specifications tested and confirmed? (Required by the definition of Refurbished)				
Current performance tested and confirmed?				
Purchase Contract	Yes	No	Unknown	Comments
Terms and Conditions are understood? The Tool configuration and condition are detailed completely?				
Who prepares the tool for shipment?				
What special handling requirements are involved?				
Who is responsible for shipping or handling damage?				
Who is responsible for installation?				
What is the warranty?				
What is the acceptance criterion?				