

## Non-Profit Organization\*

### Application for Reconditioned Telecommunication Equipment

\* Must be a 501(c)(3) organization.

Please attach a copy of the organization's by-laws and Non-Profit Status letter from the IRS.

✉ Mail your completed application to: 1115 Washington St. SE  
PO Box 45301  
Olympia, WA 98504-5301

**Please print or type.**

1. Organization name		2. Contact person		
3. Street address		City	State <b>WA</b>	Zip Code
4. Mailing address (if different than above)		City	State <b>WA</b>	Zip Code
5. Main telephone number (     )		<input type="checkbox"/> Voice <input type="checkbox"/> TTY	<input type="checkbox"/> VP	6. Contact telephone number (     )
				<input type="checkbox"/> Voice <input type="checkbox"/> TTY
7. E-mail address		8. Hours of operation	9. County of physical location	

**10. Equipment Selection (see Equipment Options on page 2)**  
**Equipment offered is reconditioned and is provided based on availability.**

AMP    VCO    CAP    TTY

11. Please briefly explain the reason for applying for reconditioned telecommunication equipment.

12. Average number of deaf, hard of hearing, late-deafened, deaf-blind, or speech disabled people that the organization provide services for on an annual basis:

13.  Yes, I would like to schedule an appointment for equipment training and/or outreach.  
 If yes, an ODHH/TED representative will contact the organization.

**I certify (or declare) under penalty of perjury under the laws of the State of Washington that the information on this form is true and correct.**

14. Name of person completing application		Date
15. Name of manager/owner	Signature	Date



## Washington Telecommunication Relay Service (WATRS)

[www.washingtonrelay.com](http://www.washingtonrelay.com)

**Some specialized telecommunication equipment must be used with Relay.** Relay is a free service that connects people who use specialized telephone devices to people who use a standard telephone, and vice versa.

- To use Relay, simply dial 7-1-1.
- You will be connected to a Relay Operator (RO).
- The RO will dial the phone number being called and relay the conversation between both people.

### Equipment Options

#### Amplified Telephone (AMP)



*For individuals with mild to moderate hearing loss.*

- Operates like a standard telephone.
- Use amplification to hear spoken conversation.
- Adjust volume and tone to meet specific needs.

#### Voice-Carry-Over Telephone (VCO)



*For individuals with moderate to severe hearing loss.*

- Communicate using voice and read incoming conversation in text on the display screen.
- Conversations are a turn-taking process.
- Requires use of the Washington Relay Service.

#### Captioned (CapTel) Telephone (CAP)



*For individuals with severe to profound hearing loss.*

- Communicate using voice and read incoming conversation in text on the display screen.
- User may be able to use residual hearing to hear spoken conversation through the amplified handset.
- Conversations flow naturally (not a turn-taking process).
- Analog phone line or Digital Subscriber Line (DSL) with digital-to-analog filter required.
- Requires use of the Washington Relay Service.

#### Text Telephone (TTY)



*For individuals with profound to total hearing loss and/or speech disabilities.*

- Communicate by typing.
- Messages appear on the display screen and can also be printed out.
- Conversations are a turn-taking process.
- May require use of the Washington Relay Service.