How to Buy Apple Computers [1]

This commodity includes computers, peripherals, and software made by Apple Computer and purchased directly from that vendor.

Procurement Options and Procedures

- **$10,000 or less:** *Goods*: Submit a Purchase Requisition through the CU Marketplace.
- **Above $10,000:** *Goods*: Submit a Purchase Requisition through the CU Marketplace. A Sole Source Justification is also necessary to purchase goods over $10,000.

Supplier Information

University employees with access to CU Marketplace can order directly through the Apple catalog.

Be advised that Apple has a strict return policy. Returns are only accepted if the product is defective. In particular, third-party products (such as monitors) purchased via the Apple punch-out are typically not returnable.

Contact Information

- Senior Account Executive - Aaron Grider - 303.552.1083 or agrider@apple.com [2]
- Inside Account Executive - Jessica Jones - 512.674.2873 or jessicajones@apple.com [3]
- Post Sales Order Support - 800-800-2775 or educationsupport@apple.com [4]

Collegiate Purchase Program Agreement

According to the terms of the University’s agreement with Apple, CU departments are required to purchase all Apple Computer equipment directly from the company. Apple, in turn, offers the University educational pricing. The educational pricing is reflected in the Apple catalog on the CU Marketplace. Apple does not allow resellers to sell Apple products to educational institutions. Shipping charges are included in the prices unless special air shipment is requested.

Repair and Warranty Information
For Apple repair and warranty support, please direct inquires to the Education Tech Support line by dialing 800-800-2775, option #3. The support line will provide information on how to return your device to Apple for repair, which is the University’s preferred repair option. The support line can also provide alternative methods to obtain repair service.

**Purchasing Agents**

**Crystal DiCino**
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**Source URL:** https://www.cu.edu/psc/how-buy-apple-computers

**Links**
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