

## How Do I Buy or Handle...

### eBay Purchases

Virginia Tech Procurement highly discourages the use of eBay due to the level of risk that can be associated with these transactions. Departments should contact the vendor to see if they will sell the goods directly to the university which bypasses the eBay risk.

When considering an eBay purchase, it is important to remember the following:

- There is no recourse if the item is received damaged or is not in working condition, except eBay's moderation between you and the seller. In such a case, there is no guarantee that the funds will ever be refunded.
- Many of these items come as-is with no warranty. See 'How Do I Buy...Used Equipment'.
- There is the issue of the inability to claim sales tax exemption.
- There is the issue of fixed asset equipment tagging.
- eBay does not accept purchase orders. If the purchasing card is used, the purchase order terms and conditions that protect the university will not apply.
- The purchasing card holder must set up a separate account for university use only.
- The purchasing card holder must not store purchasing card information in the eBay account.