Your Equipment Leasing Options

• Option 1: Internal Lease Purchase Program
  - Emory departments can take advantage of the internal lease (loan) program available to purchase capital equipment greater than $50,000 and pay over a 36 or 48 month term basis. If you are interested in the program or have questions, contact cashmgt@emory.edu.

• Option 2: Capital and Operating Lease
  - Any proposed third party Capital and Operating Lease Contracts should be submitted to Contract Administration via the “Extended Lease and Maintenance Contract Form”
    - Login into Emory Express
    - Under "Go to," select "Forms"
    - Upon clicking on "Forms," scroll down and select "Extended Lease and Maintenance Contract Form."

For more information about the Capital and Operating Lease Program, contact Renee Corsello.