

Computer Purchase Assistance Program



All Fulltime
City Employees



Up To \$2,500
Interest-Free



Submit Written Request
By November 27, 2024



You Choose The
Equipment*

Don't miss out on an opportunity to participate in this program!

The City's Computer Purchase Assistance Program is available to all fulltime employees who are no longer on probation. This program enables you to borrow up to \$2,500 interest-free for the purchase of a home computer or laptop. Loan payments are made through payroll deductions over a two-year period. *If selected, **you do the legwork in finding the computer equipment you want. The purchases must be approved in advance of receiving the loan.** Basic guidelines are established for the type of equipment that can be purchased under this program. Access these guidelines on the HR website (www.citylf.org) or scan the QR code with your cell phone camera and click the link that appears.



If you want to participate in this program, please submit your written justification to Human Resources **no later than November 27, 2024**. The justification should include information on how this **program will benefit you and the City**. You don't have to know what type of computer you wish to purchase at this stage.

We will award up to 8 grants for January 1, 2025. You must have your purchase made within 30 days of your award date. **Don't miss out on an opportunity to participate in this program!**

If you have any questions, please contact HR at ext. 3533 or at HR@cityoflakeforest.com.