**IT Device Receipt**

**设备签收单**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Type**  **设备类型** | **Name**  **设备名称** | **Number**  **数量** | **Serial Number**  **序列号** | **Inventory number**  **资产编号** |
| <<<FOR item IN Post>>> |  |  |  |  |
| <<<$item.type>>> | <<<$item.deviceName>>> | <<<$item.number>>> | <<<$item.sn>>> | <<<$item.assets\_tag>>> |
| <<<END-FOR item>>> |  |  |  |  |

注意：如果您因个人过失不慎丢失了设备或者损坏了设备(不包含质量问题)，您将要赔偿相对应的损失

Notice: If you have lost or broken any of your IT devices due to negligence in or outside of school, you will be liable to replace parts or pay for these devices.

|  |  |
| --- | --- |
| **Comments**  **备注** | <<<remark>>> |

|  |  |
| --- | --- |
| Signature  签字 | **<<<user>>>** |
| Date  日期 |  |