

Company Properties Reconciliation Form

Name of the Employee: Byrisetti Venkata Satya Nagendhra Prasad **Employee ID:** JFMAP22230571

Date of joining: 2010-05-01

State: AP

Designation: Supervisor

Reason: test edit

SNo	Details	Given/Returned	Remarks
1	Resign letter given or not	Yes	
2	Notice period done or no	No	
3	Supervisor feedback on No due clearance	ret edit	
4	Any salary advance pending	No	fsaf
5	If wireman certificate applied through company, related amount paid company or not	No	fsf
6	tshirt 42	No	10
7	phant 34	No	252
8	shoes 8	No	250
9	Id card	No	52
10	Tool Due		564
11	If any other Dues to companies	Yes	fasf

Employee Declaration

This is to confirm that I have received above said all the mentioned tools from Jyothi Facility Management Pvt Ltd in working condition. I will return all of them to the company while leaving this job and i will accept to debit my salary if any Damaged or Theft or Lost or failed to return.

Sign & Date

Thumb

No Due Certificate Procedure

This is to declare that I am accepting to debit the penalty amount from my salary towards Damaged/Not returned items value.

Penalty Value

Employee Sign
for Acceptance

564