

Asset Declaration Form

Address: Xevyte Technologies Private Limited. B No. 270, Ground & First Floor, 3rd Cross Road, Coffee Board Layout, Hebbal, Kempapura, Bengaluru, Bengaluru Urban, Karnataka – 560024. Email: ithelpdesk@xevyte.com	Issue Date	27/11/2025
	Employee Name	Pallavi H
	Employee I'd	
	E-mail I'd	pallavi@xevyte.com
	Mobile No:	8660811161

Asset Type	Description	Asset Type	Description
Laptop Model Name	MacBook M2	Asset Serial Number	JWN9LWM6PD
Mouse (Yes/No)	No	Asset Configuration	Apple M2
Laptop Bag (Yes/No)	No	Power Cord (Yes/No)	no
Headset (Yes/No)	no		

Note to Recipient:**MEMBER ACCEPTANCE CERTIFICATE:**

I, the undersigned, acknowledge that I have received a company-issued laptop and agree to the following terms and conditions:

1. I will handle the laptop and its accessories with care and take all necessary precautions to prevent physical or hardware damage.
2. I understand that I am **fully responsible for any damage caused due to negligence, misuse, accidental drops, spills, or unauthorized repairs.**
3. In the event of such damage, I agree to bear the cost of repair or replacement, subject to company review.
4. I will not attempt to open, modify, or repair the device myself under any circumstances.
5. I understand that the company will not be liable for any **loss of data** due to hardware failure, and I will ensure that important work-related files are backed up regularly.
6. I will use the laptop **only for official purposes** and refrain from installing unauthorized software or accessing inappropriate content.
7. I will report any issues, malfunctions, or incidents of loss/theft to the IT department immediately.
8. Upon my resignation, termination, or internal transfer, I agree to return the laptop and all accessories in proper working condition.
9. I understand that the company is **not responsible for system blowout or burnout** resulting from power surges, voltage fluctuations, or malfunction of electrical or power-conditioning equipment.
10. I acknowledge that any **additional peripherals** (such as external drives, modems, printers, CD/DVD writers, scanners, speakers, backup devices, etc.) connected to the laptop that are **not provided or approved by the company** are my responsibility and are not covered under any company support or warranty.
11. I understand that the company is **not liable for any data loss or corruption** that may occur during antivirus scanning or virus removal processes.



XEVYTE TECHNOLOGIES PRIVATE LIMITED.,
B.No: 270, 3rd Cross Road, Coffee Board Layout,
Hebbal, Kempapura, Bangalore, Karnataka-24.

I hereby acknowledge that Xevyte assets which has been issued to me is throughly checked & aware of their mode of use as well. Also, I am fully responsible for any damage or loss of the assigned I Square Tek assets when I am submitting it back to, **Xevyte Technologies Private Limited.**

Pallavi H

Receiver Signature Name:

Date: 28/11/2025

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