



# Ijarah

Ijarah Head Office  
P.O Box 325800, Riyadh 11371  
Kingdom Saudia Arabia

Tel : +966 9200 33 933  
Fax : +966 9200 33 920  
E: info@ijarah.sa

## Asset Return Report

**Employee No** EMP#/00001

**Employee Name** Swadesh

**Designation** IT Support

S.No	Product Name	Quantity	Serial No	Description	Assign Date	Return Date	Received	Status	Amount
1	Laptop	12.0			09/09/2014	09/09/2014	true	Damaged	120.0

**Deduction Amount:** 120.00

**Receiver Name:** \_\_\_\_\_

**Received Date:** \_\_\_\_\_

**Receiver Signature:** \_\_\_\_\_

\*\*\*\*\* End of Report \*\*\*\*\*