

In order to optimize the management of our equipment, we have developed a new procedure to that effect. This means that everyone will receive a set of working equipment to be kept for the duration of your employment at GEXEL TELECOM. This equipment will be loaned to you. You will be responsible for this equipment as the cost of this equipment is a significant investment for the Company. Therefore, you will be held responsible for all damaged or lost equipment. However, you will not be held liable for damages due to normal wear and tear and damages covered by the warranty of the equipment.

Equipment / Équipements	Costs / Coûts
Laptop/Portable	\$1,000
Monitor/Écran	\$200
Mouse/Souris	\$35
Keyboard/Clavier	\$40
PC/Tour	\$800
Wifi key/Clé USB	\$50
Ethernet cable/Câble Ethernet	\$50
Headset and USB/Casque et câble USB	\$115

I hereby confirm that I have been informed of the cost of the equipment that will be loaned to me for my usage during my employment at GEXEL and you have validated the status of these. I also accept the following conditions:

- In case I lose the equipment, I will be held responsible for the replacement costs;
- In case of any damages or defect to the equipment not covered by the warranty, I will be held responsible for all replacement costs other than normal wear and tear;
- In the case of the termination of employment, I will be responsible for returning the equipment at the pick up address. Otherwise, the cost of the equipment will be deducted from my last paycheck.