

# Hardware Acquisition Form

Date: 13/7/2023

Asset(s) to be checked out:

Device Name	Serial Number
Device 1	Serial 1, Serial 2
Device 2	Serial 3, Serial 4, Serial 5
Device 3	Serial 6

I, subham, acknowledge that I am responsible for the above listed assets and that i have received them in good condition. I understand that I will be held accountable for any damages or loss incurred while these asassets are under my care.

I agree to use these assets only for the purposes outlined by my employer and to return them in the same condition in which they were received. I will also ensure that they are stored in a secure and safe location to precent theft or damage.

I understand that failure to comply with the terms of this agreement may result in disciplinary action or penalty, in accordance with the company's policies.

I have read and understood the term of this Hardware acquisition and agree to abide by them.

Recieved By:

\_\_\_\_\_

Name:

Department:

Approved By:

\_\_\_\_\_

Name:

Department:

Verified By:

\_\_\_\_\_

Name:

Department: