

# ASSETS HANDOVER FORM

**ASAHI INTECC GROUP**  
**TOYOFLEX CEBU CORPORATION**

REGISTERED OFFICE: DEVICE  
CONTACT NO.: 340-52118  
EMAIL ADDRESS: fe.guevarra.ph@toyoflex.com  
NAME OF EMPLOYEE: FE GUEVARA  
EMPLOYEE ID NO.: 005069  
DEPARTMENT/DIVISION: WIRE ROPE - NYLON COATING

DEAR SIR / MADAM

PLEASE FIND THE BELOW AS THE ASSETS HANDED OVER TO YOU TO SUPPORT YOU IN CARRYING OUT YOUR ASSIGNMENT IN A MOST PROFICIENT MANNER.

NO.	PARTICULARS	QTY	REMARKS
1	ACER DESKTOP	1	TFX C0420
2	DEVANT	1	TFX C0107

(AUTHORIZED SIGNATORIES)

REQUESTOR / APPROVER

2021-07-17  
DAISUKE NAKAYAMA

RESPONSIBLE FOR HANDOVER

2021-07-21  
SUSETTE SURBANO

I, MR. / MRS. FE GUEVARA HEREBY ACKNOWLEDGED THAT I HAVE RECEIVED THE ABOVE MENTIONED ASSETS(S), I UNDERSTAND THAT THIS ASSET(S) BELONG TO TOYOFLEX CEBU CORPORATION AND IS UNDER MY POSSESSION FOR CARRYING OUT MY WORK, I HEREBY ASSURE I WILL TAKE CARE OF THE DEVICE(S) OF THE COMPANY TO THE BEST POSSIBLE EXTEND.

EMPLOYEE SIGNATURE

[Signature]

DATE SIGNED

2021-07-16

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		SUSETTE SURBANO	REY DAGATAN / AMADITO ORTIZANO	TAKAFUMI MATSUNAGA	