

## ASSETS HANDOVER FORM



REGISTERED OFFICE: DEVICE FACTORY

CONTACT NO.: WIRE STRANDING IP PHONE - 323 / WIRE STRANDING AVAYA - 1503

EMAIL ADDRESS: wenelito.lopez.ph@toyoflex.com

NAME OF EMPLOYEE: WENELITO P. LOPEZ

EMPLOYEE ID NO.: 005638

DEPARTMENT/DIVISION: WIRE ROPE - WIRE STRANDING

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	DELL OPTIPLEX 3040 PC SET	1	TFXC0302

(AUTHORIZED SIGNATORIES)

REQUESTOR / APPROVER

2021-07-22  
MR. ARNOLD MALINGIN / MR. DAISUKE NAKAYAMA

RESPONSIBLE FOR HANDOVER

2021-07-26  
SUSETTE SURBANO

I, MR. / MRS WENELITO P. LOPEZ 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

WENELITO P. LOPEZ

DATE SIGNED

2021-07-22

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		SUSETTE SURBANO	REY DAGATAN / AMADITO ORTIZANO	TAKAFUMI MATSUNAGA		