



Gurugram Metropolitan Development Authority

(Plot no.-44, sec.-32, Gurugram-122001)

I hereby declare that the following hardware is issued to me and is in my possession.

ERP ID	NAME	DEPARTMENT	DESIGNATION
40163	Mr. Vikas	Urban Planning	Stenographer

Asset Type	Make/Brand/Model	Serial No	IP Address	MAC
Desktop Patch Code Installed	HP	INA803RX7V	172.16.1.146	NA
Monitor	HP	6CM7460TFO	NA	NA
UPS	APC	B21741012274	NA	NA
Tablet	Samsung	x	x	x
Printer	HP	PHBLK810JW		
Laptop	x		x	x

I shall handover to division head or store in case I am transferred.

Date-


(Signature)