

Date: March 24, 2021

Time: 3:04 p.m.

Dear Security,

REF: ASSET MOVEMENT FORM NUMBER: TDL_008

Kindly allow Naomi of ID Number 736782 to transfer the asset with details listed below:

Asset Type: Laptop

Asset Serial Number: 006478

From: TierData

To: Maintenance

Collected By

Confirmed By

Name:John

Name:

For:Maintenance

For:TierData

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