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**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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