

RECORD OF ISSUED EQUIPMENTS

DEPARTMENT, BRANCH, OFFICE	DATE ISSUE	CUSTODIAL CODE
DAGAMI SERVICE	October 30, 2017	100

PROPERTY ISSUED BY QUIJARDO, MARK ANGELO	DEPARTMENT COST CONTROLLER	SIGNATURE
PROPERTY ISSUED TO MARK ANGELO QUIJARDO	DEPARTMENT COST CONTROLLER	SIGNATURE

DESCRIPTION OF EQUIPMENT

FFE CODE	ITEM NAME (PRODUCT DESCRIPTION)		
00101	RATTAN CHAIR		
ASSET CATEGORY		QUANTITY	UNIT COST
FURNITURES		15	27,000.00

ASSET FULL DETAILS

PARTICULAR	DESCRIPTION
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MEMORANDUM OF RECEIPT AND ACCOUNTABILITY

TO BE FILLED UP UPON RETURN/TURNOVER OF THE PROPERTY

PROPERTY RETURNED	DATE RETURNED	RECEIVED BY

REMARKS

The items stated above are in good condition

Prepared by:

SYSTEM ADMIN
SYSTEM ADMIN