

# LOSS/DAMAGE ACKNOWLEDGEMENT

School Asset Management System

Form No: DAF-000003

Date: 26/12/2025

## 1. EQUIPMENT INFORMATION

Asset Code: cmjii8440000312jxicl5cbyc  
Equipment Name: MYISC004  
Category: Notebook

## 2. BORROWER INFORMATION

Name: Admin User  
Department: IT

## 3. DAMAGE DETAILS

Inspection Date: 25/12/2025

Description of Damage:

มีรอยบุบบริเวณมุมเครื่อง องศาแน่นข่าย

Estimated Repair Cost: ₧12,000

## 4. ACKNOWLEDGEMENT

I acknowledge that the above equipment was damaged while in my possession. I understand that:

- I am responsible for the care and proper use of school equipment.
- The estimated repair cost shown above is subject to final assessment.
- I may be required to cover the repair costs as per school policy.
- I will cooperate with the IT Department for equipment repair or replacement.

Borrower Signature:

IT Department:

(Signature)

Name: Admin User

Date: \_\_\_\_\_

(Signature)

Name: \_\_\_\_\_

Date: \_\_\_\_\_