



شركة الخدمات العامة
Public Services Co.

Public Services Company

Information Technology Department

CONSUMPTIVE CUSTODY FORM

Please fill all contents in CAPITAL letters before taking printout

User Name	Mohammed Eissa
Dept.	Accounts
Title	
Extension	8234

CONSUMPTIVE ITEMS

Details

CARTRIDGE / INK/ TONER

**Installed NEW HP 305A - CE410A Black; CE411A- Cyan;
CE412A- Yellow; CE413A- Magenta**

Blank CD / DVD

Flash Memory

MOUSE PAD

OTHERS

CUSTODY TAKEN ON: **19th March 2017** (dd/mm/yyyy)

User Signature

SERVICED BY

Islam Ahmed Anwar

IT Support Signature

**Installed NEW NEW HP 305A - CE410A Black (Serial Number:(1P)CE410A),
CE411A- Cyan (Serial Number:(1P)CE411A), CE412A- Yellow (Serial
Number:(1P)CE412A), CE413A- Magenta (Serial Number:(1P)CE413A)**

REMARKS:

**Note: Every single item will require a different custody receipt form.*