





Section 1. Guest Details			
Guest Name	Khulad Alhawiti		
Company ID/Passport No.	8282/1106661422	Company Name	Jakuh
Department	Customs Service	Position	Customs Service
Building Number	5	Room Number	2 (A)

Status/Rationale of Leave: Annual Leave ☐ Emergency Leave ☐ Medical Leave ☐ Others ☒

Personal Items	Issued No	Common Items	Issued No
Bed with mattress	1	Fridge	1
Bedside Table	1	TV	1
Bed Sheet, Pillow & Pillowcase	2	Telephone	1
Duvet, Bath Towel, Hand Towel & Face Towel	1	Chairs	2
Room Door Key	1	Coffee Table	1
Snack Plate, Coffee Mug, Water Glass & Spoon	1	TV Remote	1
Room Slippers	1	A/C Remote	1
Welcome Pack Set	1	Laundry Bag	1
Bed Lamp	1		

Guest Signature:		Check-Out Date	10.7.2024
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Rooms are in good condition	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Keys returned	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	
Accommodation In-charge Name	Elisam Alawazi		
Accommodation In-charge Signature		Date	10 / July / 2022

July 10 way  
Removal from <sup>the</sup> group