



## Receipt for company property

Name of the employee	M.A.R Weerasekara		
Company	CodeLantic	Title	Associate UX/UI

I hereby acknowledge that I have received the following company property:

Name of Item	Serial/Identifying Number	Date of Receipt
Laptop	S/N: K2209N0167805	06/10/2024
Monitor	S/N: W2B223500179	06/10/2024

I agree to keep the property in working condition, and to notify management should the property malfunction in any way, or should the property be lost or stolen. Further, I agree to return this property at the end of my employment. When I no longer need one or more of the items, I will return it / them immediately to my manager. I authorize that it is my personnel responsibility to cover the replacement cost of any items issued to me that is not returned for or is not returned in good working order because of my misconduct.

06/10/2024

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employer

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**Contact Us**  
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