



**Employer Information**

Client Company:

Client #:

**Employee Information**

Employee Name:

Social Security #:

**Equipment Received**

Description, in detail, of equipment received:


**Employee Acknowledgement and Signature**

I hereby acknowledge that I have received the equipment listed above. I understand that I am responsible for any charges incurred as a result of personal use or damage. I also understand that upon termination of my employment, I am to return this equipment to my employer. If it is not returned, the full replacement cost of this equipment will be deducted from my last paycheck.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Prosperity PEO Use Only**

Received by:

Processed by:

Date:

Date: