Property Receipt and

Company Owned Equipment Acknowledgement Form

* Laptop
* Cell Phone
* PHRca Exam Prep Study Guide by HR Coach
* PHR SPHR Exam Prep Study Guide by HRCP
* Respect in the Workplace Presentation
* Password to Instructor Only Page
* Password to trainmetoday.moodle.school
* Password to hrcoach.moodle.school
* Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I am in receipt of the above listed items.

I understand that this equipment will be returned to HR Coach LLC upon termination of my employment or when requested by HR Coach LLC and that it is against the law to keep company property after termination. Train Me Today will pursue legal avenues if necessary.

Employee Signature Date

Please Print Employee Name

HR Coach LLC Representative Date