Telecommunication and Technology Devices Agreement

I _____, have been issued the following devices:

Date Issued	Device	Model	Serial Number	Date Returned	Reason

See reverse for additional space

I acknowledge that I have read and understand the Telecommunication and Technology Devices policy and procedure for ASC. I agree to adhere to the policy and procedure. I understand that if I am in breach of the policy and/or procedure, I may face corrective actions including suspension of telecommunication and technology device privileges, and up to and including termination of employment and where it may be applicable, possible legal action. I understand and agree that should I lose any device, or damage it through negligence; I may be held responsible for replacement costs. I further agree to return any device issued to me by ASC by the last day of my employment and I understand and agree that should I not return any of the above issued devices; the replacement cost of the device will be deducted from any final payment owed to me by ASC.

_____ _____

Employee signature Date

_____ _____

Signature of ASC designate Date

To be completed upon discontinuation of employment. I have returned all ASC devices.

_____ _____ _____

Employee signature Date ASC designate

Date Issued	Device	Model	Serial Number	Date Returned	Reason