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| <b>EQUIPMENT</b> |
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**Company Equipment:** The employee agrees to treat with care and respect any company property in the employee's possession and will return to Swab Master upon termination of employment. Duplication of keys is strictly prohibited. Any and all electronic resources, including software and systems purchased and / or developed by the company, will remain the sole property of the Company, and shall be used only for purposes intended by the company.

|                     | Description(list all): | Date Issued: | Date Returned |
|---------------------|------------------------|--------------|---------------|
| Vehicle(s):         |                        |              |               |
| Key(s)              |                        |              |               |
| Company Cell Phone: |                        |              |               |
| Laptop:             |                        |              |               |
| Coveralls Summer:   |                        |              |               |
| Winter Coveralls:   |                        |              |               |
| Hard Hat            |                        |              |               |
| Gas Card(s)         |                        |              |               |
| Door Code           |                        |              |               |
|                     |                        |              |               |
|                     |                        |              |               |
|                     |                        |              |               |
|                     |                        |              |               |
|                     |                        |              |               |

*I hereby authorize Swab Master Ltd. to deduct from any payment due at any time, any amount(s) owing to Swab Master Ltd.*

\_\_\_\_\_  
Employee Name

\_\_\_\_\_  
Employee Signature

Date: \_\_\_\_\_