



Equipment Assignment

Employee Name: _____

Employee Number: _____

I acknowledge and understand that:

1. EZ Electric will assign equipment, tools and/or supplies as required for use in the course of my employment at EZ Electric
2. I will be held responsible for all company property which I have been assigned. I understand that I may be charged for the property if lost or damaged through other than normal use and wear.
3. Before any final paycheck is issued to any employee at the time of termination or discharge, it will be necessary for the employee to return all keys, property, tools, records, and anything which belongs to the company.
4. All items not returned to the company will be deducted from your final paycheck. These items will be valued at their current replacement cost.
5. By signing this form, I acknowledge that I have read and understand the contents and agree to adhere to them as they are stated.

Print Name: _____ Date: _____

Signature: _____

If employee is filling out electronic documentation:

By checking this box I _____ acknowledge that I have read the above and in lieu of a “wet” signature, I am electronically signing this document.