**Computer / Laptop handover form**

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| **Transferor** | **Transferee** |
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| Brand:Model:Serial Number: |  |

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| --- |
| Handover notes |
|  |
| Place:  |  |
| Date: |  |
|  |  |
|  |  |
| ………………………………………………………Signature transferor | ………………………………………………………Signature transferee |
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