

FIRST FINANCIAL

EMPLOYEE LEASING, INC.

Acknowledgement of
Receipt of Equipment

Employer Information

Client Number:

Client Name:

Employee Information

Employee Name:

Social Security Number:

Equipment Information

Please describe in detail the equipment received:

Employee Acknowledgement

I hereby acknowledge that I have received the equipment listed above. I understand that I am responsible for any charges incurred as a result of personal use or damage. I also understand that upon termination of my employment, I am to return this equipment to my employer. If it is not returned, the full replacement cost of this equipment will be deducted from my last paycheck.

Employee Signature _____ Date _____

FFEL USE ONLY

Received by:

Processed by:

Date:

Date: