ཨོ་རྒྱན་ཚོང་འབྲེལ་སྒྲིར་སྤྱི་ཚན་འཛིན།

UGEN TRADING PRIVATE LIMITED

Asset Transfer Form

Handed over from:
Department/Vertical:
Date:

Taken over by:
Department/Vertical:
Date:

Sl. #	Description	Asset Code	Qty.	Remarks

Handed over by (Signature)
Name:
Designation:

Taken over by (Signature)
Name:
Designation:

Copy to:

1. Finance Manager, for information;
2. Inventory Manager, for information;
3. HR Manager, for information; and
4. Personal File.

Post Box No. 231, Babesa-Thimphu Expressway, Thimphu , Bhutan
Tel: +975 2 321019/323092/323878 | Fax: +975 2 321071 | Email: hello@ugentrading.com