



Receipt of University Equipment

The following UCSF equipment is provided to the employee to furnish a home office equipped for effective telecommuting. The employee agrees to the following terms. The employee will:

- * Use UCSF technology only for conducting University business.
- * Use UCSF equipment with proper care and protect it from damage and excessive heat.
- * Notify technical support immediately at _____ to report technology problems.
- * Return all UCSF equipment to the University within ten work days if telecommuting is terminated or upon request by the University.

Technology Any hardware/software with version number	Serial number	Date provided	Date returned

I agree to the above terms.

Telecommuter name and date:	
Address:	
Phone number and e-mail:	