



STV

Vehicle Group

TVG Asset Management

Date: 27/08/2024

Asset Tag: A000355

Model: Surface Laptop 5

Serial: 0F00UBP23243FB

This agreement is made between The Vehicle Group (the Company) and the employee named above whereby both parties agree to the following:

The Company has supplied you with the item detailed above at the Company's expense.

The Company will meet the cost of replacing any equipment supplied, where this is required due to normal wear and tear. You must, however, return your damaged equipment before you can receive a replacement. If you are unable to return the equipment that is damaged, or if the damage has been caused by your negligence, the Company reserves the right to make a deduction from your pay for the cost of a replacement detailed above (Reclamation cost). The Company may agree a series of smaller deductions until the full amount is repaid.

In line with the deductions clause set out in your contract of employment, should you on termination of your employment fail to return the equipment provided to you at the Company's expense, or should this equipment need to be repaired or replaced as a consequence of your negligence, the Company reserves the right to make a deduction from your final pay for the amount(s) listed above. If we are unable to deduct the full outstanding amount from your final pay, you agree to repay the outstanding amount within one month of the termination of your employment.

The above deductions will be made subject to the provisions of the Employment Rights Act 1996. By agreeing to this agreement, you agree to the deduction of any monies owed from your pay.

Date Assigned: 2024-08-27

Assigned to: Poppy Bean

Date Accepted: 2024-08-27



Handwritten signature of Poppy Bean.
