|  |
| --- |
| (822993-H)  Tingkat 5,Bangunan Darul Ehsan, No.3 Jalan Indah, Seksyen 14, 40000 Shah Alam, Selangor  Tel : 03-5518 7735 Fax : 03-5518 7736 e-mail : info@semesta.com.my url : www.semesta.com.my |



**FIXED ASSET DISPOSAL FORM**

|  |  |
| --- | --- |
| Date of Issuance: |  |
| Asset No.: |  |
| Item: |  | |

|  |  |  |  |
| --- | --- | --- | --- |
| \*Please tick ( / ) | |  |  |
|  | Trade – In |  |  |
|  |  |  |  |
|  | Selling | Price: |  |
|  |  |  |  |
|  | Dispose |  |  |

|  |  |  |
| --- | --- | --- |
| Purchase Price & Year: |  |  |
| Net Book Value:  (fill by account dept) |  |
| Market Value: |  |
|  |  |
| Reason: |  | | |
|  |  | | |
| Prepared by: |  | | |

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| **Account & Finance Department Acknowledgement.**  Reviewed & Recorded by;  ………………………………………………….  Name:  Date: |

|  |
| --- |
| Recommended by; |
| **Ghazali Yaacob**  Senior Manager HRA  Administration  Approved by:  ………………………………………….  **Abdul Rahman bin Ishak**  Chief Co-ordinator  EX-COMM KSSB |