

**Register for Assets Procured under Start-up / Maintenance / Retainer / Annual Maintenance Grants
to Recognition of Prior Learning Assessment Agencies**

Name of Assessment Agency : _____

Industry : _____

Item No.	Item / Description*#	Unit Cost/Item HK\$	No. of Units	Total Cost HK\$	Date of Purchase	Supplier's Invoice No.	Location of Item
1							
2							
3							
4							
5							
6							
7.							
8.							
Total:							

*Please detail out the brand, model and serial number, if any.

Items with unit cost exceeding \$1,000.

Certified True and Correct by Organisation

Signature of Authorised Person : _____

Name of Authorised Person : _____

Title of Authorised Person : _____

Date : _____

**Register for Assets Disposed under Start-up / Maintenance / Retainer / Annual Maintenance Grants
to Recognition of Prior Learning Assessment Agencies**

Name of Assessment Agency : _____

Industry : _____

This is to certify that –

Item No.	Item / Description#	Disposed on	Signature of Person in charge
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

*Please detail out the brand, model and serial number, if any.

For items which have been recorded in the Assets Register.

Certified True and Correct by Organisation

Signature of Authorised Person : _____

Name of Authorised Person : _____

Title of Authorised Person : _____

Date : _____