



# LAPTOP PROPERTY PASS

## STATE OF MARYLAND

This property pass authorizes \_\_\_\_\_ of the  
(Name)  
\_\_\_\_\_ to remove from State buildings the  
(Department)  
laptop computer described below. This property pass is to remain with the computer and be shown to DGS Security when requested.

<u>ITEM DESCRIPTION</u>	<u>SERIAL NUMBER</u>
_____	_____

Signature of Supervisor authorizing removal: \_\_\_\_\_

Printed Name of Supervisor authorizing removal: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Date: \_\_\_\_\_