



Employee Uniform Requisition

Employee Name: _____

Property Location: _____ Department: _____

	Type	Size	Vendor	Value (each)	Qty Received	Totals
Ladies	Dress shirt					
	Slacks (dress)					
	Name Tag	N/A				
	Ascot	N/A				
	Vest					
	T-shirt (Hanes pre-shrunk)					
	Polo Shirt					
	Scrub Top					
	Warm Up Jacket					

Men	Dress Shirt					
	Slacks (dress)					
	Name Tag					
	Tie					
	Vest					
	T-shirt (Hanes pre-shrunk)					
	Polo Shirt					
	Scrub Top					
	Scrub Pants					
	Warm Up Jacket					
Totals					\$	

By signing below, I affirm that I have received the uniform items noted above. Further, I understand that the uniform items remain the property of Affordable Inns and shall be returned upon request or upon termination of employment, whether voluntary or involuntary. If said items are not surrendered upon request or termination, I understand the amount(s) specified in the value column above will be deducted from my final paycheck.

Employee Signature: _____ Date: _____