

## Key Receipt

Hereby, I (name of employee) .....

residing at (address of employee) .....

confirm having received the key with the number .....

for the property of (name of employer) .....

at (address of employer) .....

**Consequences in case of damage or loss** (Please, choose one option.)

- Any costs incurred by the loss or damage of the keys will be covered by the employer. In case of an act of gross negligence by the employee, the employee is eligible to cover a smaller part of the costs (Art. 321e OR).
- The employer has taken out a household insurance with quitt.ch. Any costs incurred through the loss or damage of the keys are covered by the household insurance.

Place, Date .....

Signature employee .....