

# Road and Highway Asset Handover Template

## Project Details

Project Name

Project Number/ID

Location

Contractor

Client/Agency

Date of Handover

Prepared By

## Asset Details

Asset Description	Type	Location/Chainage	Dimensions/Specs	Condition	Remarks

## Supporting Documents

List of Documents

Drawing References

Other Attachments

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## Handover Summary

Comments / Observations

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## Signatures

Contractor Representative

Date

Client/Agency Representative

Date