

Bring Your Own Device (BYOD) Agreement

Employee Name

Department

Device Details (Make, Model, Serial No.)

Agreement Terms

1. The employee agrees to follow all company policies regarding the use of personal devices for work purposes.
2. The device must have up-to-date security software and be password-protected.
3. The company is not responsible for any loss, damage, or theft of personal devices.
4. Company data accessed or stored on the device remains the property of the company.
5. The employee authorizes IT staff to install or manage company-approved applications and security settings as required.
6. Upon termination of employment or at the company's request, all company data must be removed from the device.
7. The device must not be shared with unauthorized persons.

Additional Terms

Employee Signature
Date

Authorized Representative
Date