



# Certificate of Destruction

Awarded on this day, 08/15/2022

The information described below was destroyed in the normal course of business pursuant to a proper retention schedule and destruction policies and procedures. It is hereby certified that all metal, plastic, monitors, and other electronic equipment deemed as scrap was processed and sent to an appropriate R2 certified recycler. Handling, processing and disposition of OEM material, asset management material and/ or commodity materials will be handled in compliance with all health, safety, and environmental, and transportation regulations and requirements.

**Customer Name**

John Doe

**Business Name**

Sample, INC.

**Email Address**

sample@company.com

**EIN/Tax ID**

12-3456789

**Business Address**

1234 Sample Drive  
Sample, Georgia 12345  
United States

**Destruction Item List**

Make/Model	SKU/Serial	Qty
Sample	1234ABCD1234	30
Sample	9786B4F	5

Clay Beckham

Records Destroyed By

Clay Beckham

Department Manager

Manager's Signature