



Certificate of Destruction

Certification:

This is to Certify that all materials received from the below listed customer for destruction were destroyed by shredding and will be recycled. We further warrant that reasonable pre-cautions were taken to prevent any unauthorized third party from gaining access to the shred-ded materials while it was in our possession to final disposition.

Method of destruction: Shredding

Received from:

Date:

Destruction Certified By:

Certified Total Weight:

Seal Notarized by:_____



Records Management & Destruction
Personnel Records . Files . Newspapers . Magazines . Micro Film . Computer Diskettes
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