RTR-RESPONSIBLE
TECH RECYCLING

Certificate of Data Sanitization SAMPLE

CERTIFICATE NO.	CUSTOMER	DATE COMPLETED
RTR-000000	Customer name	00 / 00 / 0000

ASSET ID	TYPE	SERIAL	METHOD	RESULT
RTR-000001	Hard drive	••••4821	Logical	Verified
RTR-000002	Hard drive	••••7730	Logical	Verified
RTR-000003	Solid-state drive	••••9054	Logical	Verified
RTR-000004	Laptop	••••1169	Logical	Verified
RTR-000005	Hard drive (failed)	••••5507	Physical	Destroyed

Responsible Tech Recycling LLC certifies that the devices listed above were sanitized by the method shown and the result of each was verified. The method and standard applied are set in the project scope.

AUTHORIZED SIGNATURE

DATE