RTR-RESPONSIBLE
TECH RECYCLING

Chain-of-Custody Record SAMPLE

RECORD NO.	CUSTOMER	CONTAINERS
RTR-000000	Customer name	00

EVENT	LOCATION	DATE	SIGNATURE
Equipment counted and sealed	Customer site	00/00/0000	
Released to transport	Customer site	00/00/0000	
Received and count verified	RTR, Longwood	00/00/0000	
Data sanitization completed	RTR, Longwood	00/00/0000	
Final disposition recorded	RTR, Longwood	00/00/0000	

Count at origin and at receiving: match. Any variance or broken seal is written here and reported to the customer.