SAMPLE, NOT AN ISSUED CERTIFICATE

EverTrade
ELECTRONICS RECYCLING

10100 Belknap Rd., Suite B5, Sugar Land, TX 77498
(832) 777-3002 | info@EverTradeElectronics.com

Certificate of Data Sanitization / Destruction

NIST SP 800-88 Rev. 2 Media Sanitization

Certificate #: **SAMPLE** Issue date: **01/01/2000**

Job / pickup / evidence reference: **SAMPLE-JOB**

CLIENT INFORMATION

Company: **Sample Company**

Contact name: **Jane Doe**

Address: **123 Example St**

Phone: **(555) 010-0000** Email: **jane.doe@example.com**

DEVICE INVENTORY

#	Category / Make / Model	Serial / Asset # or Lot	Qty	Weight (lb)
1	Sample hard drive	SAMPLE-0001	1	
2	Sample laptop	SAMPLE-0002	1	
3	Sample desktop	SAMPLE-0003	1	
4	Sample monitor	SAMPLE-0004	1	
5	Sample server	SAMPLE-0005	1	
6				

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☐ Additional devices on attached inventory Total devices: **5** Total weight (lb):

PROCESSING SUMMARY

☐ Data wipe / sanitization ☐ Shredding ☐ Physical destruction

☐ EverTrade facility ☐ Approved downstream facility

Processing location / provider: **Example location**

EverTrade representative

Signature: **Sample Signer**

Print name: **Sample Signer**

Title:

Date: **01/01/2000**

Client representative

Signature: **Jane Doe**

Print name: **Jane Doe**

Title:

Date: **01/01/2000**