



Certificate of Destruction

The items/load described below was destroyed in this normal course of business pursuant to a proper retention schedule and destruction policies and procedures.

Photographic evidence of the complete procedure can be supplied in either hard copy or PDF format upon request.

Date of destruction: _____

Description of goods or load disposed of: _____

Inclusive dates covered: _____

Method of destruction: Shredding Granulating

Items destroyed by: _____

Witness signature: _____

Department Manager: _____