

Certificate of Destruction (Revised 04/2020)

OFFICE OF THE ASSOCIATE VICE PRESIDENT FOR FINANCE AND ADMINISTRATION AND CONTROLLER
Asset Management

I, the undersigned submitter, do hereby certify that the asset detailed below has been found to be:

A hazardous item, as determined by authorized University personnel

A hard drive which cannot be physically erased

Damaged beyond repair and no longer functioning

I further certify that proper disposal procedures will be observed. The following disposal procedure has been declared and utilized:

Disposal via local landfill

Released to proper vendor or government authority

A. UNT Asset Tag#	B. Description	C. Model #	D. Serial #

Department Name	Custodian Account #	Form Submitted by	Date
Submitted by (signature)			Date

Verified by (Signature of Property Management Personnel)	Date
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