

[Your Company Name]
[Company Address]
[Tax ID / License No]

Project ID: _____

[Client Name]
[Department]
[Office Address]
[Contact Email]

[Facility Name]
[Facility Address]
[Certification Level]

Item Description (Make/Model)	Serial Number / Tag	Weight/Qty	Unit Cost	Total

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Subtotal: \$0.00
Data Destruction Fee: \$0.00
Environmental Tax: \$0.00
Total Due: \$0.00

Notes: All hardware decommissioned according to NIST 800-88 standards. Certificate of Destruction will be issued upon payment.
Please recycle responsibly.

Payment Terms: Net 30. Please make checks payable to [Your Company Name].