



**We Buy Used  
IT Equipment**  
Secure IT Asset Disposition & Data Destruction

**LETTER OF CERTIFICATION FOR DESTRUCTION OF PROPRIETARY PRODUCTS**

September 29, 2014

Re: DTC Computer Supplies PO# 27831

**Sample**

<b>Quantity</b>	<b>Part Number</b>	<b>Item Description</b>
106 ea	U-LTO4	USED LTO-4 Tape Cartridges
32 ea	U-500GBHARDDRIVE	Used Hard Drives 500GB

This letter of certification is provided to **John Doe, ABC Company, Inc.**, as it pertains to the destruction and disposal of the data on the storage media to the above listed DTC Computer Supplies Purchase Order number. DTC Computer Supplies acknowledges the receipt of the above-described materials from the suppliers. DTC Computer Supplies has eradicated data on all media regardless if they are usable or not. All un-usable media are degaussed, separated, and recycled responsibly. Non-value and un-usable media have been deducted from the purchase order, but still listed on this certification.

DTC Computer Supplies acknowledges that the materials contain confidential and proprietary information of the supplier and that, if disclosed, may harm the supplier. Upon receipt, DTC Computer Supplies assures protection against third party access to the material before data is destroyed and further agrees not to disclose any information contained in the material to any third party for any reason. DTC Computer Supplies hereby agrees that we have not read or duplicated such files nor sold or disclosed any of such data to any other person, firm, corporation or other entity.

DTC Computer Supplies guarantees our processes to meet or exceed HIPAA, DOD, SOX, and PCI requirements for magnetic media and data destruction. Non-Degaussed Media – those which cannot be degaussed, are eradicated using our proprietary software and equipment. **John Doe, ABC Company, Inc.**, may audit the destruction of confidential information by a review of randomly selected files provided by **John Doe, ABC Company, Inc.**, under the above-stated PO.

Sincerely,

Purchasing Agent

**Sample**

**Contact us anytime for a quick, no-obligation offer**  
[sales@webuyuseditequipment.net](mailto:sales@webuyuseditequipment.net)

**DTC Computer Supplies**