



Certified Destruction Order Form

Company Name: _____ Contact: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ e-mail: _____

Certified Destruction Procedures:

1. Pack **bulk** discs into shippable containers. **DVD & DVD-R discs must not be intermixed with Standard CDs. Pack these discs into separate containers clearly marked "DVD/DVD-R Material"**. All discs must be removed from any packaging prior to recycling. Any discs received without being removed from their packaging will be subject to additional charges for package removal or may be refused and returned at the senders expense.
2. Weigh each package and apply a **"Certified Destruction Required"** label to each box. Enter the total weight of all packages in the space provided below.
4. Calculate your total cost for "Certified Destruction" and indicate your preferred payment method.
5. Include this form and your payment with your **prepaid** shipment to:

Envirom, Inc.

Attn: Certified Destruction / Recycling Program

22605 E. La Palma Avenue, Suite 501

Yorba Linda, Ca. 92887
6. Upon receipt of your shipment, the discs will be logged into our system and destruction will begin within 48 hrs.
7. Envirom will return by fax the completed destruction certification form upon completion.

Please provide all information requested below:

Total Weight: _____ X \$.25/lb. (Total Destruction Fee) = \$ _____ or (\$25.00 Min.)

Payment Method: (Check One) Visa _____ Master Card _____ AMEX _____ Company Check _____

Credit Card Number# : _____ 3-Digit Ck# : _____ Exp. Date: _____

Card Holder Name: _____ Signature: _____



Envirom, Inc.
22605 E. La Palma Avenue
Suite #501
Yorba Linda, CA 92887-6712

**- Certified Destruction Required -
Paperwork Enclosed**

----- FOLD HERE AND APPLY TO BOX -----