

Revised: 13 January 2009

CLASSIFIED MATERIAL CONVERSION (CMC)
Receipt for Destruction of Classified Material

Date	Customer ID#	E-Mail Address
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Name of Government or Contractor Entity (Please Print)

Name of Point of Contact (Please Print)	Fax #
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Signature of Custodian and/or Cleared Witness (as applicable)	Phone #
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Complete Mailing Address (Please Print)

	Quantity	Pounds (<i>minimum 1 lb.</i>)
Aluminum Disks/Products		
Blackberry's*		
Circuit Boards*		
Computer Chips		
Film		
Hard Drives*		
Magnetic Media (CDs, Tapes, etc)		
Paper		
Other Material		
Description of material:		
Totals		

***Blackberry's/Circuit Boards - Remove all power supplies/batteries prior to shipping.**
***Hard Drives - Remove all metal/plastic framing on the outside of the case prior to shipping.**
Registered/FedEx Number (Enter# if known)

Information below is to be completed by CMC:

Date Destroyed by CMC

Destruction Officer's (DO's) Name
(Please Print Name)

DO's Signature

I the recipient, certify that I have personally received from the Sender the material listed on the CMC Receipt for Destruction, to include all enclosures and attachments. I assume full responsibility for the safe handling, storage, transmittal and destruction of this material in full accordance with DOD Security regulations.