Property Management Office
PC Hard Drive Certification Form

Date: ____________________________

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_________________________________________________________________________________________________

Person using the equipment:

I, __________________________________ (please print), certify that all Hunter College data and licensed software has been removed from the hard drive(s) of the PC(s) listed above:

Signed: _______________________________________

Title: _________________________________________

_________________________________________________________________________________________________

Person with expertise regarding PC hard drives (i.e. Computer Lab Director, ICIT Director, etc.):

I, __________________________________ (please print), certify that all Hunter College data and licensed software has been removed from the hard drive(s) of the PC(s) listed above:

Signed: _______________________________________

Title: _________________________________________

Note: If there are additional PCs to be included on this form, please attach a sheet of paper. Thank You.

_________________________________________________________________________________________________

Please mail or fax this form to:
Sophie Deese – Property Manager
East Building – E1510
Tel: 650-3801 Fax: 650-3239