A screenshot of a video game

Description automatically generated with medium confidenceDISCOVERY QUESTIONNAIRE

**Data Center Decommissioning**

**We are excited to learn about your project.** To kickstart the process, call us at 718-609-1685 or provide us with project information. Send this completed doc, questions and any supplemental project materials to **sales@guardiandatadestruction.com**. Talk to you soon!

|  |  |
| --- | --- |
| First/Last Name | CLICK HERE TO FILL IN FIRST AND LAST NAMES |
| Company | CLICK HERE TO FILL IN COMPANY NAME |
| Origin Location | CLICK HERE TO FILL IN ORIGIN ADDRESS |
| Destination Location | CLICK HERE TO FILL IN DESTINATION ADDRESS IF APPLICABLE |
| Email & Phone | CLICK HERE TO ADD EMAIL CLICK HERE ADD PHONE # |
| Urgency | RED HOT  SOON  THINKING AHEAD  DATE: ADD DATES |

**PROJECT QUESTIONS**

1. How many cabinets/racks are to be removed? CLICK HERE TO FILL IN
2. Do the devices and rails need to be removed from the cabinets/racks?  Yes  No

*If yes*, how many devices and rails will need to be removed? CLICK HERE TO FILL IN

1. When removing the gear from the cabinets/racks, can we cut network cables that are   
   going into the raised floor or up into the ceiling/cable trays?  Yes  No
2. Do the hard drives need to be removed from the servers/storage gear?  Yes  No
3. Do the hard drives need to be destroyed onsite?  Yes  No

*If yes*, method of destruction:  degauss  punch  shred  other

1. What is the approximate quantity of hard drives? CLICK HERE TO FILL IN
2. Will we be working around live servers/equipment?  Yes  No

*If yes*, will they be  clearly marked or will  Guardian need to tag or label equipment in advance? (i.e., “do not touch” red dot sticker)

1. Are the cabinets on wheels?  Yes  No
2. Will the cabinets fit through all the doorways and elevators without being tilted?  Yes  No
3. What is the planned disposition of the equipment? CLICK HERE TO FILL IN
4. What are the packing requirements? CLICK HERE TO FILL IN
5. Will an onsite inventory/audit be required prior to asset removal from the facility?  Yes  No