Ensure phone data has been wiped by IT and phone restored to factory reset. Remove SIM card and store or destroy confidentially


Check first to see if phone can be reallocated for work purposes within SGUL and transfer wiped phone and contract costs to new user
**Transfer must comply with SGUL's Voice and Data Devices Policy and be approved by the relevant manager**

Check various recycling websites for a quote to get the best price e.g. Atlantic Computing Services, Mazuma, Envirofone, SHP Ltd. \& Cashmyfone
**Check for free postage**
See next page for contact information


# MOBILE PHONE RECYCLING WEBSITES AND CONTACTS 

Mazuma<br>http://www.mazumamobile.com/<br>Envirofone<br>http://www.envirofone.com/en-gb<br>SHP Limited<br>http://shplimited.co.uk/<br>\section*{Cashmyfone}<br>http://www.cashmyfone.co.uk/<br>Atlantic Computing Services<br>David Baxter<br>07749373513<br>email@atlanticcomputing.co.uk

