**CONTROLLED SUBSTANCE DISPOSAL RECORD**

**INSTRUCTIONS**: When a substances has expired, is no longer usable, or is no longer needed, add a record to this log and store it separately from the other inventory. Record disposal information at the time of disposal to maintain accurate records. Completed forms should be maintained for at least two years after the date of last entry.

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| **DEA INFORMATION** | |
| **DEA Registrant:** | **DEA Registration #:** |
| **Storage Cabinet Location:** | **Schedule(s)1:** |

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| **Lot or Tracking #** | **Drug & Concentration** | **Amount Disposed** | **Reason for Disposal** | **Disposal Route2,3** | **DEA # of Recipient4** | **Returned Date** | **Returned by (Print)** | **Returned by (Sign)** |
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