



1000 Campus Dr  
 Collegetown, PA 19426

**Direct Questions To:** Customer Care - 1-800-934-3453 or  
 askcustomerservice@ironmountain.com

PACKAGE 4A CUSTOMER, INC  
 ATTN: JANE DOE  
 100 MAIN STREET  
 SUITE 100  
 ANYTOWN, MA 11111-1111

# Invoice

## Account Overview

**Invoice Number:** A111111  
**Invoice Date:** 05/31/2013  
**Storage Period:** 06/01/2013 - 06/30/2013  
**Service Period:** 04/24/2013 - 05/28/2013  
**Customer ID/Name:** PKG4A/PACKAGE 4A CUSTOMER1

**PO Number:** 20131111

<b>TOTAL AMOUNT DUE:</b>	<b>\$13,568.87</b>
<b>Due By:</b>	<b>06/30/2013</b>

## Monthly Statement Summary

### Balance Activity

Total Amount Due from Prior Invoice	10,818.08
Payments Applied By 05/28/2013	0.00
Adjustments as of 05/28/2013	0.00
<b>Balance as of 05/28/2013</b>	<b>\$10,818.08</b>

*If the above balance has already been paid, thank you for your payment.  
 Please pay the new charges only.*

### New Charges

Storage	2,503.38
Service	212.80
Supplies	3.49
Other Charges	30.86
Tax	0.26
<b>Total New Charges</b>	<b>\$2,750.79</b>

<b>TOTAL AMOUNT DUE:</b>	<b>\$13,568.87</b>
<b>Due By:</b>	<b>06/30/2013</b>

<b>ENTERPRISE BILLING ID:</b>	<b>ENTPKG4</b>
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**SUBMIT PAYMENTS TO:** IRON MOUNTAIN  
 PO BOX 915004  
 DALLAS, TX 75391-5004

**Customer ID/Name:** PKG4A/PACKAGE 4A  
CUSTOMER1

**Invoice Number:** A111111  
**Invoice Date:** 05/31/2013  
**PO Number:** 20131111

Description	Qty	Rate	Amount
STORAGE,REGULAR 06/01/2013	11379.16	0.220	2,503.38
MINIMUM SERVICE CHARGE PER ORDER	5.00	7.840	39.20
RE-PACK	1.00	5.460	5.46
REFILE, CARTON	2.40	1.796	4.32
RETRIEVAL, CARTON	3.60	1.796	6.48
SPECIAL COMPUTER REQUEST	1.00	90.000	90.00
TRANSPORTATION HANDLING	4.80	1.575	7.56
TRIP CHARGE, NEXT DAY DELIVERY	2.50	17.078	42.70
TRIP CHARGE, PICKUP	1.00	17.078	17.08
#2000 STANDARD CARTON LETTER/LEGAL	1.00	3.490	3.49
ADMINISTRATION FEE	1.00	25.120	25.12
FUEL SURCHARGE	1.00		5.74
<b>Sub Total</b>			<b>2,750.53</b>
<b>Tax - COLORADO</b>			<b>0.26</b>
<b>TOTAL NEW CHARGES</b>			<b>2,750.79</b>

**LEGEND:**

- When paying by check please include applicable customer ID(s), invoice number(s) and invoice amount(s)
- Outstanding balance summary does not reflect any payment received that has not or could not be applied to open invoices
- Storage is billed in advance and may also include storage charges billed in arrears for items received during the current period\*
- Services are billed in arrears\*
- Adjustment amount includes credits, debits and other adjustments made by the specified date
- Payment is due per contract Net terms from the invoice date

\*Unless otherwise expressly agreed upon in writing