



1000 Campus Dr  
 Collegetown, PA 19426

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

PACKAGE 3 CUSTOMER, INC  
 JANE DOE  
 100 MAIN ST  
 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:** PKG3  
**Division ID/Name:** 4444/AREA4  
**Department ID/Name:** MKTG5/INTERNATIONAL

<b>TOTAL AMOUNT DUE:</b>	<b>\$45.52</b>
<b>Due By:</b>	<b>06/30/2013</b>

## Monthly Statement Summary

### Balance Activity

Total Amount Due from Prior Invoice	7.96
Payments Applied By 05/28/2013	(3.98)
Adjustments as of 05/28/2013	0.00
<b>Balance as of 05/28/2013</b>	<b>\$3.98</b>

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

### New Charges

Storage	3.78
Service	36.12
Supplies	0.00
Other Charges	1.44
Tax	0.20

**Total New Charges** **\$41.54**

<b>TOTAL AMOUNT DUE:</b>	<b>\$45.52</b>
<b>Due By:</b>	<b>06/30/2013</b>

### Interested in going green?

Did you know you have the option of receiving your invoice via email?

**SIGN UP TODAY:** contact Customer Care at 1.800.934.3453

**SUBMIT PAYMENTS TO:** IRON MOUNTAIN  
 PO BOX 27128  
 NEW YORK, NY 10087-7128

**Customer ID:** PKG3

**Invoice Number:** A111111

**Division ID/Name:** 4444/AREA4

**Invoice Date:** 05/31/2013

**Department ID/Name:** MKTG5/INTERNATIONAL

Description	Qty	Rate	Amount
STORAGE,REGULAR 06/01/2013	25.20	0.150	3.78
RETRIEVAL, CARTON	4.80	2.550	12.24
TRANSPORTATION HANDLING	4.80	1.850	8.88
TRIP CHARGE, NEXT DAY DELIVERY	1.00	15.000	15.00
FUEL SURCHARGE	1.00		1.44
<b>Sub Total</b>			<b>41.34</b>
<b>Tax - NEW YORK</b>			<b>0.20</b>
<b>TOTAL NEW CHARGES</b>			<b>41.54</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