What should you do when scheduling a storage pickup?

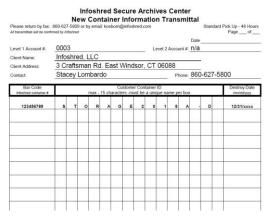


☐ Are your box labels in the correct location? (one barcode per box)





- □ Do all your boxes have lids? Are all your boxes storage rated boxes?
- ☐ Have you completely built your box? ALL FLAPS DOWN
- ☐ Have you completed your new container box transmittal form or added new boxes to the online web tool?



- ☐ Confirmed the specific box pickup location?
- ☐ Provided actual size of boxes that you are scheduling for pickup (letter/legal/oversized).
- ☐ Provided Infoshred with an alternate pickup contact & phone number?

Any questions please contact our storage department at storage@infoshred.com