ACCESS
RECORDS STORAGE, INC.

Your Total Records Management Facility

REQUESTS BY 11:00 AM – USUALLY DELIVERED SAME DAY
REQUESTS AFTER 11:00 AM NEXT DAY DELIVERY

FROM _____

FAX TO 624-2277

IF RUSH OR SPECIAL INSTRUCTIONS CALL 624-2269

RECORDS REQUESTED

TODAY_____ PM TOMMOROW _____ AM PM

OTHER_____ PERSON REQUESTING _____

CONTAINER / BARCODE #	FILE NUMBER OR NAME