



Organization Name: _____

Requestor Name: _____ Title: _____

Date: _____

Media Type Requested:

LTO-3:

LTO-4:

AIT-3:

AIT-4:

AIT-5:

Bar Code Labels? Yes/No:

Quantity: _____ Ship this amount weekly/monthly/other: _____

Desired Arrival Date (beginning/end of week, month, etc.):

Freight Choice (Your account/Ground/Overnight/Mercury account, Other)

Ship to Address:

Contact Name

Street Address

City

State

ZIP Code

Attach this document to your email to us and we'll provide a quote to you.

Email address: sales@mercurystorage.com

Questions? Call John Newton at 248-647-3333.