



Rec'd by Vendor: Nov 4/25  
 Entry #: RCT151434  
 RC: 5222  
 Vendor ID: IRO001  
 Rec'd by Finance: Nov 26/25

195 Summerlea Road  
 Brampton, Ontario L6T 4P6

**Direct Questions To:** <https://www.ironmountain.com/support> - click "Contact Support"

CATSA  
 ACCOUNTS PAYABLE  
 99 BANK STREET  
 13TH FLOOR  
 OTTAWA, ON K1P 6B9 CANADA

received

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#### **Canadian Tax ID Numbers for Reference Only**

GST/HST/TPS	885517334 RT0001
BRITISH COLUMBIA	PST# 1014-7765
MANITOBA	PST# 885517334MT0001
QUEBEC	TVQ# 1019185164
SASKATCHEWAN	PST# 5600135

To update your company's Purchase Order, please send the PO as an attachment to the email address: [nao\\_profilechange@ironmountain.com](mailto:nao_profilechange@ironmountain.com) with the following information – New PO number, amount, effective date, expiration date, and any new contact information.

- **Invoice Amount:** \$749.70
- **Financial Code:** 85111-51-5222-9HQ00-0000
- **PO Number:** PO1013654
- **RC Manager:**

Verified By:

Posted By:

# Invoice

Page 1 of 2

## Account Overview

<b>Invoice Number:</b>	<input checked="" type="radio"/> KTXW934
<b>Invoice Date:</b>	<input checked="" type="radio"/> 10/31/2025
<b>Storage Period:</b>	11/01/2025 - 11/30/2025
<b>Service Period:</b>	09/24/2025 - 10/28/2025
<b>Customer ID/Name:</b>	89013/CATSA

<b>PO Number:</b>	5U0012413654
<b>Due By:</b>	11/30/2025

## New Charges

Storage	161.57
Service	397.51
Supplies	82.62
Other Charges	21.74
Tax	86.26
<b>GST R: 16.59</b>	
<b>PST R: 43.52</b>	

## INVOICE AMOUNT DUE

\$749.70

## LEGEND:

- When paying by check please include applicable customer ID(s), invoice number(s) and invoice amount(s)
- If applicable, Balance Activity does not reflect any payment received that has not or could not be applied to open invoices.
- Storage is billed in advance and may include prorated storage charges for the current period\*
- Services are billed in arrears\*
- If applicable, 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

**TO VIEW AND PAY ONLINE GO TO:**

<http://ca.invoices.ironmountain.com>

**USE THIS ENROLLMENT CODE TO CREATE YOUR ORGANIZATION'S ADMINISTRATION ACCOUNT:**

SMG DXK FRP

**SUBMIT PAYMENTS TO:** Iron Mountain Canada Operations ULC  
 d/b/a Iron Mountain Canada  
 P.O. BOX 3527 STATION A  
 TORONTO, ON M5W 3G4



**Customer ID/Name:** 89013/CATSA

**Invoice Number:** KTXW934  
**Invoice Date:** 10/31/2025  
**PO Number:** SU0012413654

Description	Qty	Rate	Amount
STORAGE, WITHDRAWN 10/02/2025	(3.60)	0.000	0.00
STORAGE,REGULAR 11/01/2025	897.60	0.180	161.57
<b>TOTAL STORAGE</b>			<b>161.57</b>
DESTRUCTION-SHREDDING, CARTON	5.00	0.000	0.00
HANDLING CHARGE	65.00	1.500	97.50
OFFSITE SHRED, SEC 65 GAL	2.00	12.000	24.00
PERMANENT WITHDRAWAL, CARTON	3.00	0.000	0.00
REFILE, CARTON	62.00	3.061	189.78
RETRIEVAL, CARTON	5.00	7.845	39.23
SHRED TRANSPORTATION	1.00	0.000	0.00
TRANSPORTATION ZONE 1	1.00	23.500	23.50
TRANSPORTATION ZONE METRO	1.00	23.500	23.50
<b>TOTAL SERVICE</b>			<b>397.51</b>
#251 STD ATTACHED LID	30.00	2.754	82.62
<b>TOTAL SUPPLIES</b>			<b>82.62</b>
FUEL SURCHARGE	1.00		18.64
FUEL SURCHARGE - SHREDDING	1.00		3.10
<b>TOTAL OTHER</b>			<b>21.74</b>
<b>Sub Total</b>			<b>663.44</b>
<b>ONTARIO GST/HST</b>			<b>86.26</b>
<b>INVOICE AMOUNT DUE</b>			<b>749.70</b>

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MANITOBA  
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SASKATCHEWAN  
885517334RT0001  
PST# 1014-7765  
PST# 885517334MT000  
TVQ# 1019185164  
PST# 5600135

## **CERTIFICATE OF DESTRUCTION:**

IRON MOUNTAIN CERTIFIES THAT THE MATERIALS RELATED TO SHREDDING SERVICES ON THIS INVOICE HAVE ENTERED THE DESTRUCTION PROCESS IN ACCORDANCE WITH OUR SECURE SHREDDING WORKFLOW SO THAT THE INFORMATION CANNOT BE RECONSTRUCTED.

# Detail Billing Transaction Report

**Customer ID/Name:** 89013/CATSA

<b>Storage Period:</b>	11/01/2025 - 11/30/2025
<b>Service Period:</b>	09/24/2025 - 10/28/2025

**Department ID/Name:** /MASTER DEPARTMENT

Order Number	Order Date	Bill Code	Description	Storage Date	Qty	UOM	MOS	Rate	Amount
22	10/28/2025	9001	FUEL SURCHARGE		1.00	EA	1		18.64
22	10/28/2025	9002	FUEL SURCHARGE - SHREDDING		1.00	EA	1		3.10
66	10/28/2025	890	STORAGE,REGULAR	11/01/2025	897.60	CF	1	0.180	161.57
298683059	10/07/2025	330	DESTRUCTION-SHREDDING, CARTON		5.00	EA	1	0.000	0.00
298683059	10/07/2025	122	RETRIEVAL, CARTON		5.00	EA	1	7.845	39.23
<b>NATALIE SABOURIN IS THE CONTACT FOR ORDER #298683059</b>									
298815578	10/02/2025	860	STORAGE, WITHDRAWN	10/02/2025	(3.60)	EA	1	0.000	0.00
298815578	10/02/2025	334	PERMANENT WITHDRAWAL, CARTON		3.00	EA	1	0.000	0.00
<b>SARAH ROLSTON IS THE CONTACT FOR ORDER #298815578</b>									
298841561	10/03/2025	220	HANDLING CHARGE		62.00	EA	1	1.500	93.00
298841561	10/06/2025	162	REFILE, CARTON		62.00	EA	1	3.061	189.78
298841561	10/03/2025	211	TRANSPORTATION ZONE 1		1.00	EA	1	23.500	23.50
<b>SARAH ROLSTON IS THE CONTACT FOR ORDER #298841561</b>									
299003905	10/10/2025	2042	OFFSITE SHRED, SEC 65 GAL		2.00	EA	1	12.000	24.00
299003905	10/10/2025	2411	SHRED TRANSPORTATION		1.00	EA	1	0.000	0.00
<b>JUSTIN LANDRY IS THE CONTACT FOR ORDER #299003905</b>									
299649973	10/21/2025	220	HANDLING CHARGE		3.00	EA	1	1.500	4.50
299649973	10/21/2025	233	TRANSPORTATION ZONE METRO		1.00	EA	1	23.500	23.50
299649973	10/21/2025	4270	#251 STD ATTACHED LID		30.00	EA	1	2.754	82.62
<b>DEMI CHANG / SHAWN HUNTER IS THE CONTACT FOR ORDER #299649973</b>									
								<b>Sub Total</b>	<b>663.44</b>
								<b>ONTARIO GST/HST</b>	<b>86.26</b>
								<b>TOTAL</b>	<b>749.70</b>