CONTAINER TRANSMITTAL

GRM

Page _____ of _____

Atlanta	Chicago	Los Angeles	Miami	New York	Philadelphia	San Francisco	Washington, DC
770.819.7992	312.226.8100	562.373.9000	305.573.3336	201.798.7100	609.395.0062	800.932.3006	301.583.7617

CLIENT ACCOUNT ID#	CLIENT NAME	COMPLETED BY	PHONE	DATE

AFFIX GRM BARCODE HERE	2nd LEVEL ID	SEQUENCE BEGIN	SEQUENCE END	DESTROY DATE (MM/DD/YYY)
BAR CODE LABEL AS PER SUPPLIED SPECIFICATIONS OF 3/4"H x 1.5"W	RECORD SERIES	BOX DESCRIPTION 1	BOX DESCRIPTION 2	☐ PERMANENT
CUSTOMER ASSIGNED BOX NUMBER (if Any)	FROM DATE (MM/DD/YYYY) / TO DATE (MM/DD/YYYY)	BOX DESCRIPTION 3	BOX DESCRIPTION 4	OTHER DATE (MM/DD/YYY)
AFFIX GRM BARCODE HERE	2nd LEVEL ID	SEQUENCE BEGIN	SEQUENCE END	DESTROY DATE (MM/DD/YYY)
BAR CODE LABEL AS PER SUPPLIED SPECIFICATIONS OF 3/4"H x 1.5"W	RECORD SERIES	BOX DESCRIPTION 1	BOX DESCRIPTION 2	☐ PERMANENT
CUSTOMER ASSIGNED BOX NUMBER (if Any)	FROM DATE (MM/DD/YYYY) / TO DATE (MM/DD/YYYY)	BOX DESCRIPTION 3	BOX DESCRIPTION 4	OTHER DATE (MM/DD/YYY)
AFFIX GRM BARCODE HERE	2nd LEVEL ID	SEQUENCE BEGIN	SEQUENCE END	DESTROY DATE (MM/DD/YYY)
BAR CODE LABEL AS PER SUPPLIED SPECIFICATIONS OF 3/4"H x 1.5"W	RECORD SERIES	BOX DESCRIPTION 1	BOX DESCRIPTION 2	☐ PERMANENT
CUSTOMER ASSIGNED BOX NUMBER (if Any)	FROM DATE (MM/DD/YYYY) / TO DATE (MM/DD/YYYY)	BOX DESCRIPTION 3	BOX DESCRIPTION 4	OTHER DATE (MM/DD/YYY)
AFFIX GRM BARCODE HERE	2nd LEVEL ID	SEQUENCE BEGIN	SEQUENCE END	DESTROY DATE (MM/DD/YYY)
BAR CODE LABEL AS PER SUPPLIED SPECIFICATIONS OF 3/4"H x 1.5"W	RECORD SERIES	BOX DESCRIPTION 1	BOX DESCRIPTION 2	☐ PERMANENT
CUSTOMER ASSIGNED BOX NUMBER (if Any)	FROM DATE (MM/DD/YYYY) / TO DATE (MM/DD/YYYY)	BOX DESCRIPTION 3	BOX DESCRIPTION 4	OTHER DATE (MM/DD/YYY)

PLEASE PHOTOCOPY AND OBTAIN FOR YOUR RECORDS