



500 Keele St. Unit 205
 Toronto, ON M6N 3C9
 416-769-5625
 www.adlprocess.com

Order 101

101

Site Information

Company Name: Example Company		Site Notes:	
SiteName: Main Office			
Site Address: 123 Fake Street			
City: Toronto			
Prov: ON	PostalCode:	Contact:	Phone:

Pick-up Details

LoadingDock: <input type="checkbox"/>	OfficeWithElevator: <input type="checkbox"/>	HandBombing: <input type="checkbox"/>	Bring Dolly: <input type="checkbox"/>	Bring Extra Person: <input type="checkbox"/>	SecurityClearance: <input type="checkbox"/>
NumberOfSkids: 7	TruckRequired:		Driver: Delivery		
PickupDate: 2016-09-10	PickupTime:		Acct. Holder:		
Pick up Notes:			Billing Details:		

Service Details

<input checked="" type="checkbox"/> RemovalAndRecycling <input checked="" type="checkbox"/> CertificateOfDestruction <input type="checkbox"/> CertificateOfRecycling	<u>AuditServices:</u> None <u>Data Destruction Services:</u> Offsite Serial/Shred/Unit Count
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Service Notes:

Driver Signature:	Date:
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Copy 1 - Customer