

The Chatham Archive
& Document Storage Company Ltd
Anchor Wharf
The Historic Dockyard
ME4 4TZ
Chatham, Kent
Tel: [REDACTED] Fax: [REDACTED]

Invoice No: 427486
Invoice Date/Tax Point: 31/05/16
Page: 1

VAT Number: GB-619 3223 50

Invoice to:

Butler & Young Lift Consultants Ltd
Timber Hall
Timber Lane
Caterham
Surrey.
CR3 6LZ

Att: Carla

Deliver to:

Butler & Young Lift Consultants Ltd
Timber Hall
Timber Lane
Caterham
Surrey.
CR3 6LZ

Att: Carla

Your Ref:
Desc: Sales Order

Our Ref: 227577

Customer Code: BUTL
Order Date: 31/05/16

Description	V	Quantity	Price	Disc %	Total
COLLECTIONS/RETRIEVALS IN MARCH & APRIL 2016					
2 collections/retrievals.	7	2.00	10.00	0.00	20.00
11/03/16. Retrieved 1, deposited 74 boxes.	7	75.00	1.00	0.00	75.00
06/04/16. Deposited 11 boxes.	7	11.00	1.00	0.00	11.00
NEW STORAGE IN MARCH & APRIL 2016					
Wef 11/03/16. Storage to 30/06/16 of 74 large boxes (16 weeks @ 8.46p per week).	7	74.00	1.35	0.00	99.90
Wef 06/04/16. Storage to 30/06/16 of 11 large boxes (12 weeks @ 8.46p per week).	7	11.00	1.02	0.00	11.22
DESTRUCTION IN MARCH 2016					
10/03/16. Destruction of 141 archive boxes.	7	141.00	2.30	0.00	324.30
QUARTERLY STORAGE FROM 01/07/16 TO 30/09/16					
To storage of 9 standard archive boxes.	7	9.00	0.80	0.00	7.20
To storage of 67 medium archive boxes.	7	67.00	0.97	0.00	64.99
To storage of 148 large archive boxes.	7	148.00	1.10	0.00	162.80

VAT Rate	Net Amt	VAT Amt
7 20.00%	776.41	155.28

*Per
BACS
31/5/16*

NET:	776.41
VAT:	155.28
TOTAL:	931.69

730.34



The Chatham Archive & Document Storage Company Limited

Anchor Wharf, The Historic Dockyard
Chatham, Kent ME4 4TZ

Tel: [REDACTED] Fax: [REDACTED]

Web site: www.chathamarchive.co.uk

E-mail: enquiry@chathamarchive.co.uk

CERTIFICATE OF DESTRUCTION

Certificate No: 4352

Butler & Young Life Consultants
Timber Hall
21 Timber Lane
Caterham
Surrey
CR3 6LZ

10/03/16. Destruction of 141 medium archive boxes as per instructions received from Carla Ince. See our attached Work Order 60127.

Certification

This is to certify that all documents listed have been shredded, are to be pulped and then re-cycled.

Date: 31st May 2016

Name: Linda Evans
For and on behalf of
The Chatham Archive



Page 1 of 1



Registered in England No: 2856312. Registered Office: 42 Doughty Street, London WC1N 2LY

BUT00000035/3
BUT00000000_0000

Butler & Young Lift Consultants
Timber Hall
21 Timber Lane
Caterham, Surrey, CR3 6LZ
CONTACT: Carla Ince
PHONE: [REDACTED]

No. 00060127 10/03/2016 11:35
Acct: 401
Acct PO#:
Service Date: 10/03/2016
Auth:
Route:

Notes: PLEASE NOTE THAT THE FOLLOWING BOXES ARE NOT IN ARCHIVE

NOS; 0058, 0082 + 0130.

Location	Container	Alternate Code	Requestor\Cost Center
DEST-MAIN---PHS	OCA272256	0078	
	OCA272257	0077	
	OCA272259	0072	
	OCA272260	0068	
	OCA272261	0080	
	OCA272262	0076	
	OCA272265	0066	
	OCA272267	0073	
	OCA272268	0067	
	OCA272269	0075	
	OCA272270	0079	
	OCA272271	0074	
	OCA272273	0070	
	OCA272274	0069	
	OCA272275	0071	
	OCA272276	0065	
	OCA299556	0081	
	OCA299557	0087	
	OCA299558	0084	
	OCA299559	0090	
	OCA299560	0085	
	OCA299561	0088	
	OCA299562	0083	
	OCA299563	0086	
	OCA299564	0089	
	OCA299565	0092	
	OCA299566	0091	
	OCA299567	0094	
	OCA299568	0093	
	CA0326122	0095	
	CA0326123	0098	
	CA0329568	0101	
	CA0329569	0106	
	CA0329570	0104	
	CA0331723	0102	
	CA0331724	0096	
	CA0331726	0105	
	CA0331727	0103	
	CA0331728	0097	
	CA0331729	0100	
DEST-SEVEN--PHS	OCA215606	0014	
	OCA215607	0051	
	OCA215608	0012	
	OCA215609	0021	
	OCA215610	0035	
	OCA215611	0026	
	OCA215612	0038	
	OCA215613	0001	
	OCA215614	0054	
	OCA215615	0046	
	OCA215616	0022	
	OCA215617	0024	
	OCA215618	0011	
	OCA215619	0043	
	OCA215620	0010	
	OCA215621	0034	
	OCA215622	0020	
	OCA215623	0032	
	OCA215624	0033	
	OCA215625	0009	

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Acct PO#:
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Location	Container	Alternate Code	Requestor\Cost Center
	OCA215626	0040	
	OCA215627	0030	
	OCA215628	0041	
	OCA215629	0023	
	OCA215630	0053	
	OCA215631	0029	
	OCA215633	0055	
	OCA215634	0027	
	OCA215635	0037	
	OCA215636	0056	
	OCA215637	0028	
	OCA215638	0039	
	OCA215639	0004	
	OCA215640	0031	
	OCA215641	0007	
	OCA215642	0036	
	OCA215643	0015	
	OCA215644	0006	
	OCA215645	0002	
	OCA215646	0013	
	OCA215647	0050	
	OCA215648	0016	
	OCA215649	0008	
	OCA215650	0049	
	OCA215651	0025	
	OCA215652	0045	
	OCA215653	0048	
	OCA215654	0047	
	OCA215655	0019	
	OCA215656	0017	
	OCA215657	0052	
	OCA215658	0018	
	OCA215659	0005	
	OCA215660	0042	
	OCA215661	0057	
	OCA215662	0044	
	OCA238906	0061	
	OCA238907	0060	
	OCA238908	0063	
	OCA238909	0062	
	OCA238910	0059	
	OCA238911	0064	
	CA0328121	0133	
	CA0328122	0135	
	CA0328123	0136	
	CA0328124	0134	
	CA0328125	0132	
	CA0328126	0131	
	CA0328127	0137	
	CA0328128	0123	
	CA0328129	0121	
	CA0328130	0122	
	CA0328131	0118	
	CA0328132	0120	
	CA0328133	0125	
	CA0328134	0127	
	CA0328135	0128	
	CA0328136	0126	
	CA0328138	0124	
	CA0328139	0119	
	CA0328239	0109	
	CA0328240	0107	
	CA0328241	0111	
	CA0328242	0117	
	CA0328243	0114	

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Acct: 401
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Location	Container	Alternate Code	Requestor\Cost Center
	CA0328244	0115	
	CA0328245	0110	
	CA0328246	0116	
	CA0328247	0113	
	CA0328248	0112	
	CA0328249	0108	
	CA0396364	0142	
	CA0396368	0139	
	CA0396372	0144	
	CA0396375	0148	
	CA0396376	0143	
	CA0396382	0146	
	CA0396388	0138	
	CA0396389	0140	
	CA0396392	0141	
	CA0421841	0145	

WORKORDER SUMMARY

Total Destroy Items
Containers: 141

Filefolders: 0

Tapes: 0