



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Purchase Order

PURCHASE ORDER NO
 RECMGT11

PAGE
 1

BLANKET RELEASE
 00

CORRECT PURCHASE ORDER NUMBER
 MUST APPEAR ON ALL PACKAGES,
 INVOICES, AND SHIPPING PAPERS.
 QUESTIONS CONCERNING THIS PUR-
 CHASE ORDER SHOULD BE DIRECTED
 TO THE BUYER AS NOTED BELOW.

CHANGE ORDER
 3

INVOICE TO

ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

VENDOR

*310105515 304-346-8878
 CORNERSTONE RECORDS MANAGEMENT
 1545 HANSFORD ST
 CHARLESTON WV 25311

SHIP TO

AGENCY COPY

ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED		TERMS OF SALE		FEIN/SSN		FUND	
03/05/2014		NET 30		264237101			
SHIP VIA		F.O.B		FREIGHT TERMS		ACCOUNT NUMBER	
BEST WAY		DESTINATION		PREPAID		MUL-MUL	
LINE	QUANTITY	UOP	VENDOR ITEM NO		UNIT PRICE	AMOUNT	
	DELIVERY DATE	CAT.NO.	ITEM NUMBER				
	11/30/2014		962-69				
	OFF SITE STORAGE AND RECORDS MANAGEMENT						
	CHANGE ORDER #03						
	CHANGE ORDER IS BEING ISSUED TO CANCEL "RECMGT11 AND REISSUE AS RECMGT11A" DUE TO VENDOR NAME CHANGE.						
	VENDOR WAS :						
	CORNERSTONE RECORDS MANGAGEMENT						
	VENDOR NUMBER: *310105515						
	FEIN NUMBER: 264237101						
	VENDOR IS NOW:						
	IRON MOUNTAIN INFORMATION MGMT.						
	VENDOR NUMBER: B23145925						
	FEIN NUMBER: 232588479						
	EFFECTIVE DATE OF CHANGE: 10/17/2013						
						PURCHASING DIVISION CERTIFIED ENCUMBERED	
						MAR 07 2014	
	PREVIOUS PO TOTAL==>					OPEN END	
	PO NET CHANGE (+)==>						
IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE <input checked="" type="checkbox"/>						OPEN END	
						TOTAL	

APPROVED AS TO FORM BY
 ASSISTANT ATTORNEY GENERAL

BY BUYER 42 304-558-8802

PURCHASING DIVISION AUTHORIZED SIGNATURE



02/19/2014

State of West Virginia
Purchasing Department
Attn: Guy Nisbet

This letter is to verify the sale of Cornerstone Records Management to Iron Mountain Information Management, LLC.

A handwritten signature in black ink that reads "Ed Bridgette".

Ed Bridgette – Branch Manager
Cornerstone Records Management
1545 Hansford Street
Charleston, WV 25311