



Ministry of Citizens' Services
 Procurement and Supply Services
 Asset Investment Recovery

WAREHOUSE SERVICE AGREEMENT

PLEASE COMPLETE

SPACE REQUESTED BY MINISTRY OR AGENCY BRANCH ADDRESS & POSTAL CODE	INVOICE TO	DATE:	CONTRACT #
		RETURN TO: WAREHOUSE SERVICES	

CONTACT PERSON:	MINISTRY CODE:	PROJECT:	RESPONSIBILITY:
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PHONE#	FAX #	SERVICE LINE:	OBJECT:
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SPACE REQUIRED (SQ.FT./PALLET(S)); (SHELVING) As stated in "Anticipated Storage Requirements" section below	STORAGE START DATE:
	REMOVAL DATE:

ASSET DESCRIPTIONS:

SPECIAL HANDLING INSTRUCTIONS (PLEASE ELABORATE)
 SPECIAL SECURITY REQUEST
 SENSITIVE ITEM
 HAZARDOUS GOODS

CARRIERS PREFERRED BY CUSTOMER:

CONFIRMATION OF SERVICE AGREEMENT

COMMENTS:

REQUISITIONED IN ACCORDANCE WITH EXPENSE AUTHORITY DELEGATED BY THE DEPUTY MINISTER AND CERTIFIED THAT AN APPROPRIATION AND SUFFICIENT FUNDS ARE AVAILABLE.

X _____ X _____
 CUSTOMER'S SIGNATURE DATE WAREHOUSE SERVICES DATE

WAREHOUSE LOCATION: 4234 GLANFORD AVE FAX #952-4431	ANTICIPATED STORAGE REQUIREMENTS	ESTIMATED \$
	PALLETS SHELVING FLOOR (SQ. FT.) OFFICE COMPOUND	
	FREIGHT CHARGES AS PER CUSTOMER REQUEST Labour & Shipping material chargeback as required.	
SPECIAL SERVICES REQUESTED:		

	SUB TOTAL	
	PST	
	GST	
	TOTAL\$	