



ENVIRONMENTAL SERVICES

Collection Request Form

Date:

Collection address in full:

Contact Name:

Tel. Number:

E-mail:

Fax:

Equipment (Approximate Numbers):

Base Units Qty:	Printers Qty:	Laptops Qty:	Servers Qty:
Monitors Qty:	12"	15"	17"
			19/21"

Where and how has this equipment been stored? Document any physically damaged equipment!

Misc. (e.g. Keyboards, Mice, Networking Hubs/ Routers, Projectors etc):

1st Preferred Collection Date: **2nd Preferred Collection Date:**

Our Details:

BR Environmental Services
Unit A5
195 Gwendolen Road,
Leicester LE5 5FN

Tel: 0844 567 9900
Fax: 0844 567 9911
E-Mail: collections@br-environmental.co.uk
Website: www.br-environmental.co.uk

(Once Completed please e-mail or FAX this form back to us on the number given above)

NB. Stripped or empty cases, broken monitors or any water-damaged equipment may incur an extra cost – please call for details.

For office Use only

Received /collected material

	Number	Weight in		Number	Weight in
Monitors			UPS		
Printers			Laptops		
Base units			Miscellaneous		

Date accepted Accepted by