



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	
---------------	--	-------------	--