

Archive Storage Tariff 2024

	Standard Box max 40 x 30 x 30	Extra Large Box max 45 x 40 x 30
Minimum Charge	£13 per week	£15 per week
50-99	£0.20	£0.30
100-499	£0.18	£0.28
500-999	£0.16	£0.26
1000+	£0.14	£0.24
Supply of flat pack boxes - per box (Minimum of 10 boxes for delivery)	£2.25	Not available
Destruction		
For boxes at our premises	£5	£6.50
For boxes collected from your premises	£6	£7.50
Permanent withdrawal of boxes (inclusive of delivery back to you)	£2 per box	£2.50 per box

Prices quoted are per box per week and are subject to VAT

Storage is billed monthly in advance and payment is taken by Direct Debit

New boxes are collected free of charge

If you need to inspect the contents of boxes then we offer a free delivery and collection service. This is subject to a maximum of 1 visit per week with up to 6 boxes. Please note you will still pay storage charges on any boxes that are returned to you for inspection

Maximum box weight is 15kg, as a rule of thumb you should be able to pick them up by the handles and lift them from the floor to the surface of a desk without the contents falling through the bottom of the box. Over weight or damaged boxes may be rejected

