



January 1, 2017

DataSafe, Inc.  
574 Eccles Avenue  
South San Francisco, CA 94080

ATTN: Client Services

RE: Account Number 12345

To Whom It May Concern:

This letter serves to authorize the permanent removal of the following 5 cartons:

Cartons:	00001
	00002
	00003
	00004
	00005

Thank you for your prompt attention to this matter.

Sincerely,

*Jane Doe*

Jane Doe  
Authorized Subscriber  
Subscriber No. 123456

