

**RETURN CARTONS/FILES  
 TRANSMITTAL LIST**

Account Name \_\_\_\_\_

Account # \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Date \_\_\_\_\_

- Please enter the barcode # for each carton or file
- Please check column whether it is for a carton or file
- Please enter information under Description for reference purposes if desired

Line	Barcode #	Carton	File	Description (optional)
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				