



CONFIDENTIAL
QUOTE FOR SERVICES

4518 F Street. Omaha, NE 68117 | 402.898.5000 | info@DataShieldCorp.com

October 2019

University of Nebraska at Omaha
6001 Dodge Street
Omaha, NE 68182

RE: Document Destruction Services

DataShield is pleased to offer secure, routine document destruction services for the University of Nebraska at Omaha. Each service will be tailored to fit the needs of the individual department and fully performed direct from DataShield. DataShield is AAA certified by the National Association for Information Destruction for document and data destruction services, ensuring service meets the requirements set forth by HIPAA, FISMA, FACTA, and GLBA. Headquartered in Omaha, we ensure fast, friendly, secure services that fit your needs.

When it comes to secure shredding, one size does not fit all. That's why you will have options when it comes to service. Our destruction services cater to your various demands while maintaining a high level of security, compliance, and convenience. Below are several options for shredding service, both routine and on-call. Please review and select the service frequency that matches your needs.

DataShield will install a secure, locked cart for your office. Each cart has a usable capacity of approximately 200 lbs of paper. During each service, we will replace your full container with an empty container, and track the serial number of each container. The process ensures a complete chain of custody from pick-up to destruction. Once each service is complete, you will receive an electronic certificate of destruction for your records.

Please complete the information below. We will follow up via email with more specific information regarding service schedule, web portal access and instructions, as well as any other questions we might have. In the meantime, feel free to call or email us anytime at 402-898-5000 or by emailing us at support@datashieldcorp.com.

Thank you



DATASHIELD

*Honored to be a member of the 2018 **Inc. 5000** List*

[Document Destruction](#) | [Data Destruction](#) | [Records Management & Storage](#)



Please complete the information below. Information for authorized contact will be used to create login credentials for our online portal once account is set-up.

Location

Department Name	
Building	
Room Number	
Address	
City/State/Zip	
Department Cost Center	
Special Service Instructions	

Authorized Contact – information will be used to set up authorized contact information for use with web portal.

Contact Name	
Phone Number	
Email Address	
Alternate Contact Name	
Alternate Contact Phone	

Service Options

Service Frequency				
Select	Service Frequency	Rental Fee	Fee Per Service	Fee Per each Additional Cart
<input type="checkbox"/>	Every 4 Weeks	\$0.00	\$40.00	\$10.00
<input type="checkbox"/>	Every 8 Weeks	\$0.00	\$45.00	\$15.00
<input type="checkbox"/>	Every 12 Weeks	\$0.00	\$50.00	\$20.00
<input type="checkbox"/>	On-Call Service	\$10 per month per cart	\$55.00	\$25.00

Please return completed form to support@datashieldcorp.com. We will reply with any further information needed or with service details. We appreciate your business and look forward to working with you. If you should have any additional questions, please dial 402.898.5000.

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For internal use

For Office Use Only	
Approval	
Customer Number	
Install Date	
First Service Date	
Route Number	
Frequency	
Availability Schedule Entered	
Dispatch Approval	