



One Time Purge Agreement

SCOPE OF WORK: Approximately 7800 lbs for destruction

SERVICE DESCRIPTION:
 Plant based Mobile

**Additional trips required or unusual expenses required for removal; if estimate by client is inaccurate, will result in additional charges.*

ESTIMATED VOLUME:

Under Minimum Weight

Over Minimum Weight

	New	Used	Damaged
ARE YOUR CONTENTS: IN BOXES:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
UPSTAIRS:	<input type="checkbox"/>		
DOWNSTAIRS:	<input checked="" type="checkbox"/>		
LOOSE FILES:	<input type="checkbox"/>		
ATTIC:	<input type="checkbox"/>		
ELEVATOR:	<input type="checkbox"/>		

Minimum Weight:

Destruction will be charged at a flat rate of \$ 1400

TOTAL CHARGE (based on initial quote) \$ 1400

**Amount due beyond the minimum, will be charged to credit card provided.*

Over Minimum Weight:

Destruction will be charged at \$.19 per pound

with a minimum charge of \$ 1400

PAYMENT TERMS are Due Upon Receipt:

** Minimum charge is due at time of service. Select payment option*

Credit Card Check

AGREED: By its signature, Client agrees to the terms and conditions included below and made a part hereof.

CLIENT: Florida Housing Finance Corporation

Signed: *Angie Sellers*

Printed Name: Angie Sellers

Title: Chief Financial Officer

Today's Date: 04 / 14 / 2023

Services. Secure Records Solutions (SRS) will destroy the materials that are designated by Client for destruction (such materials hereinafter called "Materials") in accordance with industry standards. Upon request, SRS shall provide to Client a certificate of destruction for the destroyed Materials once payment in full is received.

Client Representations. Client represents and warrants that (i) it is the owner or legal custodian of all Materials; (ii) it is in compliance with all laws, regulations and agreements relating to the confidentiality, retention and disposition of the Materials and it has the right to destroy same; and (iii) no Materials contain toxic, hazardous or dangerous substances, substances regulated under any environmental law, or items that may damage SRS shredding equipment or harm its employees.

Limitation of Liability. SRS is not liable for (i) any loss or damages whatsoever relating to the Materials or its destruction by SRS or (ii) for the repair, replacement or restoration of any destroyed Materials or (iii) unless due to SRS' gross negligence, the dissemination or release of Materials. SRS' maximum liability, if any, for any and all claims arising hereunder shall not exceed the aggregate amount paid by Client. SRS WILL IN NO EVENT BE LIABLE TO CLIENT OR ANY THIRD PARTY FOR ANY INDIRECT, SPECIAL, INCIDENTAL, EXEMPLARY, PUNITIVE OR CONSEQUENTIAL DAMAGES (INCLUDING LOST PROFITS) ARISING FROM THIS AGREEMENT UNDER ANY CAUSE OF ACTION WHATSOEVER, INCLUDING CONTRACT, WARRANTY, STRICT LIABILITY,





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NEGLIGENCE OR OTHER TORT, OR OTHERWISE, EVEN IF SRS HAS BEEN NOTIFIED OF THE POSSIBILITY OF SUCH DAMAGES.

Indemnification; Attorney's Fees. Client hereby releases SRS, and will indemnify and hold SRS and its officers, directors, shareholders, members, employees and agents harmless, from and against any and all liabilities, damages, penalties, costs or expenses, including reasonable attorney's fees, arising from any breach of Client's representations; and from any damage to SRS; shredding equipment caused by Client's Materials. Client shall pay SRS; reasonable costs and attorneys' fees in collecting the charges due hereunder.

Miscellaneous. In the event Client is a "Covered Entity" as defined in 45 CFR Part 160, the SRS Secure Destruction Business Associate Agreement Addendum is available upon request and is specifically incorporated herein by reference and is binding upon the parties. This Agreement contains all of the terms and conditions with respect to the Services provided by SRS hereunder. No purchase order or other writing is binding upon SRS unless agreed to by SRS in writing.



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Minimum Charge

SECURE RECORDS SOLUTIONS-DESTRUCTION SERVICES

Secure Records Solutions will provide the following:

Name	Price	QTY	Subtotal
Approximately 7800 lbs for destruction	\$1,400.00	1	\$1,400.00

Subtotal	\$1,400.00
Discount	\$0.00
Tax	\$0.00
Total	\$1,400.00





HARD DRIVE DESTRUCTION PROCESS

Secure Records Solutions delivers the nation's highest industry certification to all of our clients, adhering to the stringent security practices and procedures established by the National Association for Information Destruction (NAID). As part of our NAID AAA certification, it is our policy to provide clients with our written procedures describing the destruction process for hard drives prior to taking custody of the data.

If you have any questions - please give us a call at 229.226.0414



STEP 1: HARD DRIVE RETRIEVAL

Our uniformed, trained driver arrives at the client location. Each hard drive's serial number is reviewed and logged, unless the client chooses to opt-out of serial number logging. If the client elects to opt-out, the opt-out form is attached to the work order, the hard drives are counted onsite, and the number of hard drives are recorded in the hard drive record log.



STEP 2: SECURE TRANSPORT

The hard drives are placed in a secure container labeled by client number, and transported to our NAID AAA-certified destruction facility. During transportation and staging, all hard drives are kept completely secure.



STEP 3: DESTRUCTION

Our trained staff destroys the hard drives in a secure location with our hydraulic shear. Our operator verifies the serial numbers against the hard drive record log, checking off the hard drives by serial number as they are destroyed. For clients selecting the opt-out option, our operator verifies the number of hard drives destroyed for that client matches the number of hard drives listed in the log.



STEP 4: CLIENT NOTIFICATION

Clients receive a Certificate of Destruction with an itemized log of serial numbers, unless they chose to opt-out. Secure Records Solutions maintains a copy of the serial number logs and opt-out agreements for one year. Certified partners recycle the hard drive remains.

If you have any questions about this process, please feel free to contact our Client Operations team at clientcare@securerecordssolutions.com or 229.226.0414.

WWW.SECURERECORDSSOLUTIONS.COM