

1300 S. Evergreen Park Drive SW
P.O. Box 47250
Olympia, WA 98504-7250
Phone: 360-664-1222
Fax: 360-586-1181
TTY: 360-586-8203
or
1-800-416-5289
email: transportation@utc.wa.gov

**HOUSEHOLD GOODS MOVING COMPANY
PERMIT APPLICATION**

<i>FOR OFFICIAL USE ONLY</i>			
Date Filed:	DOL/SOS:	ID:	Docket #
Staff Assigned	Insurance	Inspection	Permit Issued THG-
Reception #	111-0268-207-02	111-0268-013-20	

Type of Household Goods Authority Requested – check one **Fee Required**

- Provisional and permanent authority. The fee for provisional, and then permanent authority is a one-time fee. Complete pages 3-8 and Attachment A. \$ 550
- Permanent authority to transfer resulting in a change in ownership or controlling interest (at least six months must be served on a temporary provisional basis). Complete pages 3-8, Attachment B as well as a closing annual report \$ 550
- Permanent authority to transfer under the exceptions in WAC 480-15-187. Complete pages 3-8 and Attachments B & C. \$ 250
- Reinstatement of permit (must be filed within 30 days of cancellation, depending on criteria set forth in WAC 480-15-450). Complete pages 3-5 and include a statement justifying the reinstatement. \$ 250
- Name Change – Complete pages 3-5 and Attachment D. \$ 35

BUSINESS INFORMATION

Legal Name: Iron Mountain Information Management Services, Inc.

Trade Name, if applicable _____

Physical Address One Federal Street, Boston, MA 02110

Mailing Address One Federal Street, Boston, MA 02110

Telephone Number (617) 535-4893 Fax Number (617) 275-0672

Email: allison.ramsey@ironmountain.com

10 West Market Street
Suite 1400
Indianapolis, IN 46204

 **SCOPELITIS**
GARVIN LIGHT HANSON & FEARY
The full service transportation law firm

www.scopelitis.com
Main (317) 637-1777
Fax (317) 687-2414

ANDREW K. LIGHT
alight@scopelitis.com

October 29, 2018

VIA E-MAIL/transportation@utc.wa.gov

Washington Utilities and Transportation Commission

Re: Iron Mountain Information Management Services, Inc.
Household Goods Authority

To Whom It May Concern:

Enclosed for filing are the below documents for purposes of obtaining intrastate household goods authority on behalf of Iron Mountain Information Management Services, Inc.:

1. Household Goods Moving Company Permit Application (filing fee to be paid by credit card)
2. Copies of Valid Driver's Licenses
3. Officer List
4. Attachment – Question 1
5. Financial Statement – Securities and Exchange Commission Form 10-K
6. Attachment – Evidence of Enrollment in Drug and Alcohol Testing Program

The required Form E liability and Form H cargo insurance will be filed by the insurance company. If you have any questions, please contact me or Susan Laetsch of this office. Your assistance in this matter is appreciated.

Very truly yours,


Andrew K. Light

AKL:sl

Enclosures

cc: Allison Ramsey w/enclosures

H:\Users\slnaetsch\WPDOCS\Iron Mountain\Iron Mountain Addtl HHG States File .27\Filing Letters\Letter WA - File HHG Application.docx

Indianapolis • Chicago • Washington, D.C. • Los Angeles • Chattanooga • Detroit
Spokane • Dallas/Fort Worth • Milwaukee • Philadelphia/Mt. Ephraim • Tulsa • Salt Lake City • Seattle

SERVICES OUTSIDE CALIFORNIA AND MICHIGAN PROVIDED BY SCOPELITIS, GARVIN, LIGHT, HANSON & FEARY, PROFESSIONAL CORPORATION
SERVICES IN MICHIGAN PROVIDED BY SCOPELITIS, GARVIN, LIGHT, HANSON & FEARY, PROFESSIONAL LIMITED LIABILITY COMPANY
SERVICES IN CALIFORNIA PROVIDED BY SCOPELITIS, GARVIN, LIGHT, HANSON & FEARY, LIMITED LIABILITY PARTNERSHIP

BUSINESS INFORMATION - continued

Is your business registered with the Department of Revenue? No Yes

UBI #: 603-307-027 USDOT #: 338113

If you currently do not have a USDOT number, go online at www.fmcsa.dot.gov/online-registration to apply or call 360-596-3812 for assistance.

Department of Labor & Industries (L&I) Worker's Comp account # 706-226-00

Employment Security Department (ESD) registration # 491867000

If you will not be setting up an account with L&I or ESD because you do not have employees, please explain how you plan to obtain workers. Per WAC 480-15-555, a criminal background check must be completed on each person you intend to hire. If you intend to hire day labor from a temp agency, they must perform the criminal background check. Refer also to WAC 480-15-302 and 305.

TYPE OF BUSINESS STRUCTURE

Individual Partnership Corporation Other (LP, LLP, LLC) State of Incorporation _____

List the name, title and percentage of partner's share or stock distribution for major stockholders:

<u>Name</u>	<u>Title</u>	<u>Stock Distribution or % of Shares</u>
<u>Iron Mountain US Holdings, Inc.</u>	<u>Stockholder</u>	<u>100%</u>
<u>See attached list of officers</u>		

Must provide a copy of a valid driver's license or government-issued photo identification card for each person named in the application.

1. Describe the services you wish to provide. Explain how your services will enhance customer choice, promote competition, or fill an unmet need for service: _____
See attachment

2. Briefly describe your experience in the transportation/household goods moving industry:
Applicant operates pursuant to interstate household goods authority issued by the FMCSA under docket number MC-830455. Applicant also holds intrastate household goods authorities issued by the states of Colorado, Florida, Massachusetts, Michigan, New Jersey, Ohio and Texas and has extensive experience in the industry.

**Iron Mountain Information Management Services, Inc.
Washington Household Goods Application**

Attachment – Question 1: Describe the service you wish to provide. Explain how your service will enhance customer choice, promote competition, or fill an unmet need for service.

Response: Iron Mountain Information Management Services, Inc. picks-up household items from a customer's home and delivers those household items to a customer instructed storage or warehouse facility including such facilities owned by its affiliates. Iron Mountain Information Management Services, Inc. also delivers the customer's household items from the storage or warehouse facility to the customer at the end of the storage period. This transportation and storage arrangement is a more convenient alternative to traditional self-storage, enhancing customer choice, promoting competition, and fulfilling an unmet need for full-service storage with pick-up and delivery options.

3. Do you currently hold, or have you ever held, a permit to operate as a motor carrier of property?
 No Yes If yes, please indicate your permit number _____

4. Have you ever applied for and been denied a permit to operate as a motor carrier of property in Washington?
 No Yes If yes, please explain _____

5. Do you currently operate interstate? No Yes If yes, please indicate your MC# 830455

6. Do you operate interstate as an agent of another company? No Yes
 If yes, what is the name of the company? _____

7. Do you have, or have you ever had a business-related legal proceeding against you in Washington, or in any other state? No Yes If yes, please list below:

Type of Legal Proceeding	Date	State

*attach additional pages if necessary

8. Has any person named in this application ever been convicted of any crime involving theft, burglary, assault, sexual misconduct, identity theft, fraud, false statements, or the manufacture, sale, or distribution of a controlled substance? No Yes If yes, please list below:

Type of Conviction	Date	City/State

*attach additional pages if necessary

9. Has any person named in this application, been cited for violation of state laws or Commission rules? No Yes If yes, please list below:

Violation	Date	RCW/WAC

*attach additional pages if necessary

Financial Statement-See Attached Form 10-K/Securities and Exchange Commission Filing

FINANCIAL STATEMENT			
Complete the following financial statement or attach a balance sheet, profit and loss statement, or business plan.			
Assets		Liabilities	
Cash in Bank	\$	Salaries/Wages Payable	\$
Notes Receivable	\$	Accounts Payable	\$
Investments	\$	Notes Payable	\$
Other Current Assets	\$	Mortgages Payable	\$
Prepaid Expenses	\$	TOTAL LIABILITIES	\$
Land and Buildings	\$	NET WORTH	
Trucks and Trailers	\$	Preferred Stock	\$
Office Furniture	\$	Common Stock	\$
Other Equipment	\$	Retained Earnings	\$
Other Assets	\$	Capital	\$
TOTAL ASSETS	\$	TOTAL LIABILITIES & NET WORTH	\$

EQUIPMENT LIST				
Describe the equipment you will own or lease to provide moving services (attach additional sheets if necessary).				
Year	Make	License Number	Vehicle ID Number	Gross Vehicle Weight
2012	Hino	B75132U	5PVNE8JP6C4S50342	25,950
2015	Hino	C65296B	5PVNE8JP7F4S51049	25,950
2016	Hino	T592940	5PVNE8JV8G4S54560	25,950

SAFETY AND OPERATIONS	
<p>CONTROLLED SUBSTANCE AND ALCOHOL USE AND TESTING (<u>Title 49, Code of Federal Regulations Part 382 and Part 40</u>). If you operate commercial motor vehicles, your drivers must be in a Controlled Substance and Alcohol Use and Testing program. You must have an alcohol and controlled substances testing program. Please attach evidence of your enrollment in a drug and alcohol testing program.</p>	
SAFETY RESPONSIBILITIES	
<p>List the person and position responsible for understanding and complying with the Federal Motor Carrier Safety Regulations (FMCSR) and Washington State Laws and commission rules (WAC) as described below. Please refer to the WAC rules, Fact Sheets and publication "Your Guide to Achieving a Satisfactory Safety Rating" for assistance with requirements that may apply to your specific operations</p>	
<p>COMMERCIAL DRIVER'S LICENSE (CDL) STANDARDS REQUIREMENT AND PENALTIES (Title 49, Code of Federal Regulations Part 383). If you operate commercial motor vehicles, your drivers must have a valid CDL.</p>	
<p>DRIVER QUALIFICATION REQUIREMENTS: (Title 49, Code of Federal Regulations Part 391). Each of your drivers must meet minimum qualification requirements. You must maintain driver qualification files for each driver.</p>	
<p>DRIVERS HOURS OF SERVICE (Title 49, Code of Federal Regulations Part 395). Each of your drivers must maintain hours of service logs. You must maintain true and accurate hours of service records for each driver.</p>	
<p>INSPECTION, REPAIR AND MAINTENANCE (Title 49, Code of Federal Regulations Part 396). You must systematically inspect, repair, and maintain all motor vehicles.</p>	
<p>PARTS AND ACCESSORIES NECESSARY FOR SAFE OPERATION (Title 49, Code of Federal Regulations Part 393). You must maintain parts and accessories in a safe condition.</p>	
<p>LIABILITY INSURANCE REQUIREMENTS (WAC 480-15-530). You must file and maintain proof of public liability and proper damage insurance (\$300,000 minimum coverage for vehicles under 10,000 pounds GVWR and \$750,000 minimum coverage for vehicles 10,000 pounds GVWR or more)</p>	
<p>CARGO INSURANCE REQUIREMENTS (WAC 480-15-550). You must maintain cargo insurance coverage (\$10,000 for household goods transported in motor vehicles under 10,000 pounds GVWR and \$20,000 for vehicles 10,000 pounds GVWR or more).</p>	
<p>Name: Sara Rook</p>	<p>Position: District Manager</p>

OPERATIONAL RESPONSIBILITIES

Annual Reports and Regulatory Fees (WAC 480-15-480). You must annually file a report of your financial operations and pay regulatory fees.

Name: Lola Mafe	Position: Senior Manager, Safety & Business Development
--------------------	--

STATE OF WASHINGTON – general laws, rules and regulations: Individuals and companies doing business in the State of Washington must comply with the regulations of local, state, and federal agencies. Please state the name and position of the person in your organization who will be responsible for ensuring compliance with the laws of the State of Washington, such as, but not limited to the Department of Labor and Industries (industrial insurance, safety, prevailing wage); Department of Licensing (vehicle and drivers licenses, business licensing, Unified Business Identifier (UBI number), fuel permits, fuel tax; Secretary of State (corporate registrations); Department of Transportation (over-size or over-weight permits); Department of Revenue, Internal Revenue Service (taxes); and Employment Security.

Name: Sara Rook	Position: District Manager
--------------------	-------------------------------

If you would like to receive information about new household goods carriers, check here

DECLARATION OF APPLICANT

I understand that filing this application does not in itself constitute authority to operate as a household goods mover.

As the applicant for a household goods permit, I understand the responsibilities of a motor carrier and I am in compliance with all local, state and federal regulations governing businesses, including household goods movers, in the state of Washington.

I understand that if the commission grants my application as a new entrant I will receive temporary authority to provide service as a household goods carrier on a provisional basis for at least six months. During this time, the commission will evaluate whether I have met the criteria in WAC 480-15-305 to obtain permanent authority. I also understand that I must comply with all conditions placed on my temporary permit and that failure to do so will result in cancellation of my permit.

My employees are sufficiently trained to comply with commission rules regarding estimates, bills of lading, rates and charges and terms and conditions of household goods moves. In addition, my employees are sufficiently trained to comply with commission rules regarding vehicle operation, maintenance, and all other safety requirements. My company will provide a copy of the customer survey to each customer for whom we provide transportation service.

I understand the commission will complete a criminal background check on each person named in the application.

I certify or declare under penalty of perjury under the laws of the State of Washington that the information contained in this application is true and correct.

John Tomovcsik

Print name of applicant

John Tomovcsik
Signature of Applicant

10/24/2018 Boston, MA
Date and Location



ATTACHMENT A

HOUSEHOLD GOODS STATEMENT OF SUPPORT

Your application must include at least three shipper or public statements supporting the proposed household goods moving service. Shipper statements may come from persons or organizations with a need for household goods moving services, or who support your request for a permit to provide those services. These forms may be copied by you as needed.

Applicant Name:

The following must be completed by the Supporter of the applicant

Name, Title, and Business Name:
 John Andrijeski

Address (include street address, mailing address, city, state, zip, and county):
 11409 14th AVE SW
 SEATTLE, WA 98146

Phone Number: 425-864-7132

Do you currently need the services of a residential household goods moving company?
 No Yes If yes, please describe your current moving needs:
 I am moving someone into my house and this would be convenient.

Do you anticipate a future need for the services of a residential household goods moving company?
 No Yes If yes, please describe your future moving needs:
 I will be purchasing new house soon

Briefly describe how granting this company a permit to provide household goods moving services in Washington State will benefit you, your business, and/or your community: Applicant offers a valuable alternative to traditional household goods movers as its experience on behalf of corporate accounts involving pick-up and delivery of business related products should translate to a similar expedited service for household goods. There are times when storage of household goods is quite temporary and fast pick-ups and deliveries are needed, i.e. similar to fast deliveries for business records.

Is there anything else the Commission should consider when making a determination about this company's application for a household goods permit?
 In my opinion, traditional household goods carriers have a business model where pick-up and delivery of household goods have to be scheduled weeks in advance. Applicant, along with its affiliated storage company, should be able to provide a much more responsive short notice service.

I certify (or declare) under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.

 Signature of Person Completing Form

Seattle, WA

 Date and Location

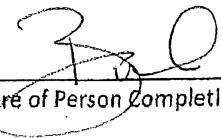


ATTACHMENT A

HOUSEHOLD GOODS STATEMENT OF SUPPORT

Your application must include at least three shipper or public statements supporting the proposed household goods moving service. Shipper statements may come from persons or organizations with a need for household goods moving services, or who support your request for a permit to provide those services. These forms may be copied by you as needed.

Applicant Name:

The following must be completed by the Supporter of the applicant
Name, Title, and Business Name: <u>PATRICK BUTLER</u>
Address (Include street address, mailing address, city, state, zip, and county): <u>23625 99th PL W Edmonds WA</u>
Phone Number: <u>425.864 1933</u>
Do you currently need the services of a residential household goods moving company? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes, please describe your current moving needs:
Do you anticipate a future need for the services of a residential household goods moving company? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes, please describe your future moving needs: <u>may need Services in the future</u>
Briefly describe how granting this company a permit to provide household goods moving services in Washington State will benefit you, your business, and/or your community: Applicant offers a valuable solution to storage needs that I find very beneficial as consumer. This service offering takes the heavy lifting off of me as the consumer as they offer pick-up and delivery which is a very convenient option. This offering to me makes storing my stuff much easier.
Is there anything else the Commission should consider when making a determination about this company's application for a household goods permit? Applicant offers a valuable solution to my storage needs where they do the work to bring my items to storage which for me that takes the heavy lifting off of the customer as they offer pick-up and delivery which is a very convenient and time saving option.
I certify (or declare) under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.
<div style="width: 45%;">  _____ Signature of Person Completing Form </div> <div style="width: 45%; text-align: right;"> <u>10/24/18 SEATTLE, WA</u> _____ Date and Location </div>



ATTACHMENT A

HOUSEHOLD GOODS STATEMENT OF SUPPORT

Your application must include at least three shipper or public statements supporting the proposed household goods moving service. Shipper statements may come from persons or organizations with a need for household goods moving services, or who support your request for a permit to provide those services. These forms may be copied by you as needed.

Applicant Name:

The following must be completed by the Supporter of the applicant		
<p>Name, Title, and Business Name: <i>Jaqueline Terry</i></p>		
<p>Address (include street address, mailing address, city, state, zip, and county): <i>6323 40th St Ct E Fife, WA 98424</i></p>		
<p>Phone Number: <i>253-344-9661</i></p>		
<p>Do you currently need the services of a residential household goods moving company? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes, please describe your current moving needs:</p>		
<p>Do you anticipate a future need for the services of a residential household goods moving company? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes, please describe your future moving needs: <i>Possibly moving needs in future.</i></p>		
<p>Briefly describe how granting this company a permit to provide household goods moving services in Washington State will benefit you, your business, and/or your community: Having an on demand storage solution that will come to be to pick up my belongings allows me to focus my time on important things and not have to go to a traditional self-storage facility. This company will offer pick-up and delivery which is a great time and convenience option.</p>		
<p>Is there anything else the Commission should consider when making a determination about this company's application for a household goods permit? I am confident in this company and their service because Iron Mountain is a very reputable organization and this offers me peace of mind.</p>		
<p><i>I certify (or declare) under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.</i></p>		
<table style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: bottom;"> _____ Signature of Person Completing Form </td> <td style="width: 50%; vertical-align: bottom;"> <i>Oct 24, 2018 Fife, WA</i> _____ Date and Location </td> </tr> </table>	 _____ Signature of Person Completing Form	<i>Oct 24, 2018 Fife, WA</i> _____ Date and Location
 _____ Signature of Person Completing Form	<i>Oct 24, 2018 Fife, WA</i> _____ Date and Location	

Iron Mountain Information Management Services, Inc.
Attachment – Copies of valid driver’s licenses

1. John Tomovcsik
2. Deborah Marson
3. Bao Tran
4. Elizabeth Tammaro
5. Nina Anderson
6. Sara Rook
7. Lola Mafe

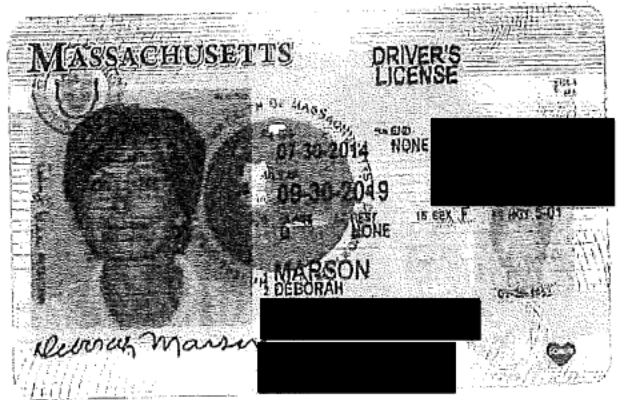
Pennsylvania DRIVER'S LICENSE

4. DLN [REDACTED] DUP: 00
DCR [REDACTED]
1. EXP 09/28/2022 2. ISS 06/30/2018
TOMOVCSIK
[REDACTED]

1. SEX: M 2. EYES: BRO
3. HGT: 5-09"
4. CLASS: C
5. END: NONE
6. RESTR: 1

John Tomowski

DL ORGAN DONOR



MA

www.mass.gov/rmv

09-30-1953 MA 07-31-2014

CLASS -
D: Small vehicle less than 26,001 lbs, except school bus.

ENDORSEMENTS -
NONE

RESTRICTIONS -
NONE


CHANGE OF ADDRESS. PRINT BELOW. PERMANENT USE.



MASSACHUSETTS
DRIVERS LICENSE

4a ISS 05-21-2015 3d EXP NONE
4b EXP 07-29-2020 5d CLASS D 6 SEX NONE 7 HA [REDACTED]
1 TRAN 2 BAQ [REDACTED]

07-29-2020



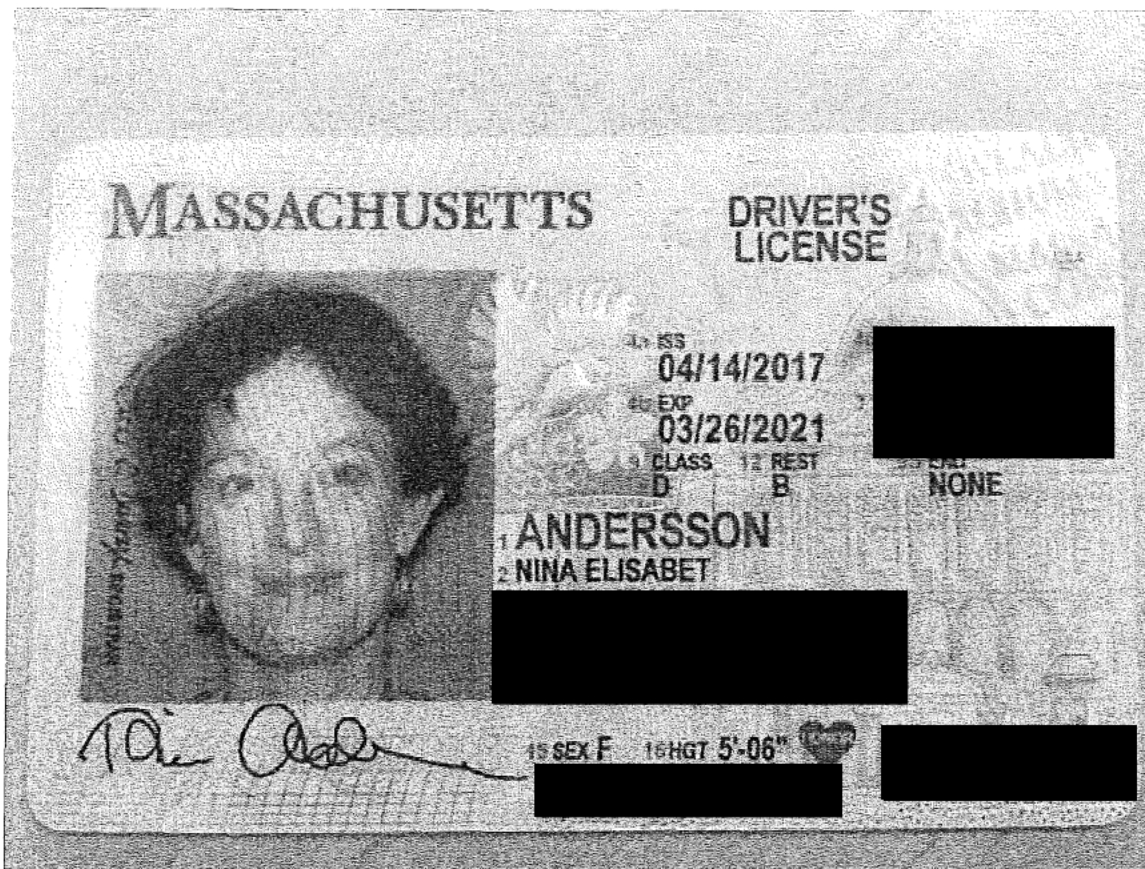
Tran Bao Q

REGISTRAR

License of Elizabeth Tamaro



License of Nina Andersson



WA WASHINGTON

ENHANCED DRIVER LICENSE



4d LIC [REDACTED] 9CLASS CONDOR
1 ROCK
2 SARA ELIZABETH

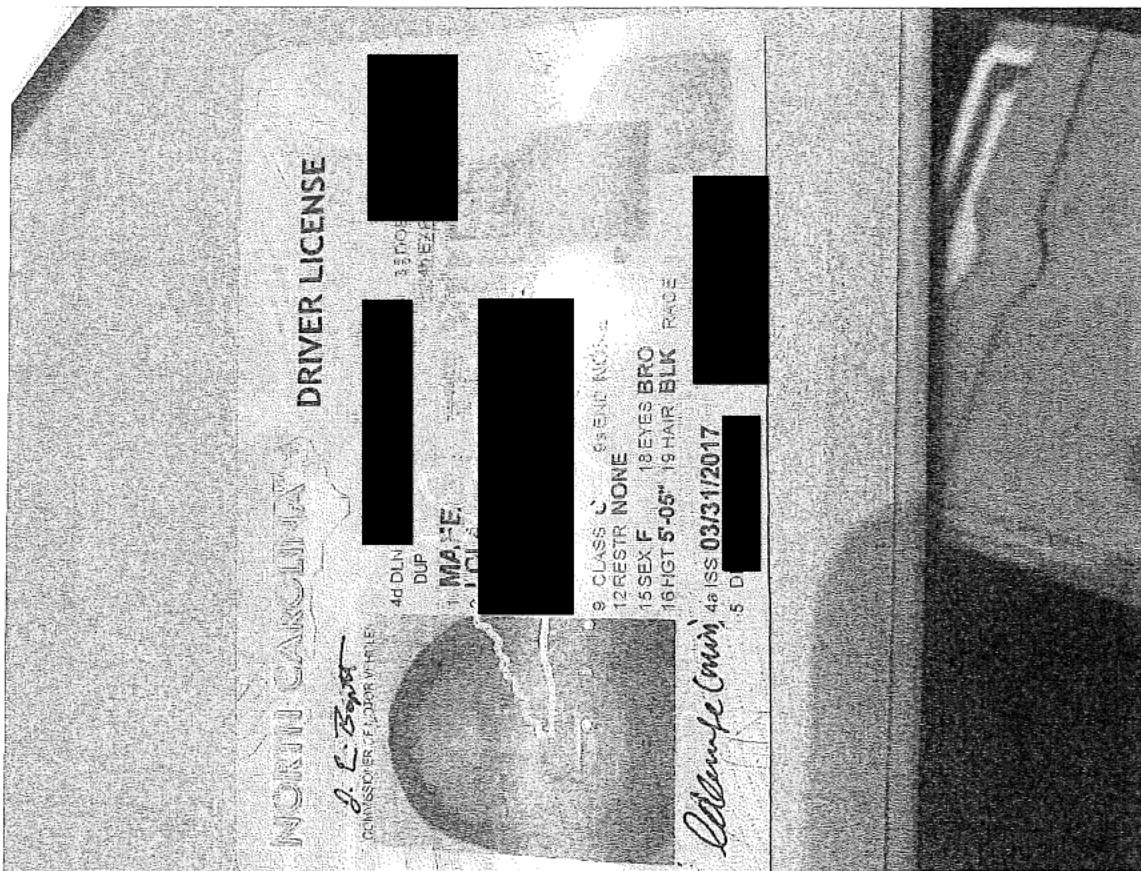
3 DOB [REDACTED] 4 ISS 04/27/2018

5 SEX F 6 EYES BLU
7 HGT 5'-08" 8 WGT 165 lb
9 RESTRICTIONS 10a END NONE
11 NONE 12b EXP 05/18/2024

REV 01/06/2015

SARA

License of Lola Mafe



Iron Mountain Information Management Services, Inc.
Attachment: Washington - Officer List

President

Tomovcsik, John
One Federal Street
Boston, MA 02110
Phone #: 617-535-4893
Email: JTomovcsik@ironmountain.com

Assistant Secretary

Tamaro, Elizabeth
One Federal Street
Boston, MA 02110

Treasurer

Tran, Bao
One Federal Street
Boston, MA 02110

Secretary, Director

Marson, Deborah
One Federal Street
Boston, MA 02110

Assistant Secretary

Andersson- Willard, Nina
One Federal Street
Boston, MA 02110

**UNITED STATES
SECURITIES AND EXCHANGE COMMISSION**
Washington, DC 20549

FORM 10-K

(Mark One)

ANNUAL REPORT PURSUANT TO SECTION 13 OR 15(d) OF THE SECURITIES EXCHANGE ACT OF 1934
For the Fiscal Year Ended December 31, 2017

or

TRANSITION REPORT PURSUANT TO SECTION 13 OR 15(d) OF THE SECURITIES EXCHANGE ACT OF 1934
For the transition period from _____ to _____
Commission File Number 1-13045

IRON MOUNTAIN INCORPORATED

(Exact name of Registrant as Specified in Its Charter)

Delaware
(State or other jurisdiction of incorporation)
One Federal Street, Boston, Massachusetts
(Address of principal executive offices)

(I.R.S. Employer Identification No.)
02110
(Zip Code)

617-535-4766

(Registrant's telephone number, including area code)

Securities registered pursuant to Section 12(b) of the Act:

Title of Each Class	Name of Exchange on Which Registered
Common Stock, \$.01 par value per share	New York Stock Exchange

Securities registered pursuant to Section 12(g) of the Act: **None**

Indicate by check mark if the registrant is a well-known seasoned issuer, as defined in Rule 405 of the Securities Act. Yes No

Indicate by check mark if the registrant is not required to file reports pursuant to Section 13 or Section 15(d) of the Act. Yes No

Indicate by check mark whether the registrant: (1) has filed all reports required to be filed by Section 13 or 15(d) of the Securities Exchange Act of 1934 during the preceding 12 months (or for such shorter period that the registrant was required to file such reports), and (2) has been subject to such filing requirements for the past 90 days. Yes No

Indicate by check mark whether the registrant has submitted electronically and posted on its corporate Web site, if any, every Interactive Data File required to be submitted and posted pursuant to Rule 405 of Regulation S-T during the preceding 12 months (or for such shorter period that the registrant was required to submit and post such files). Yes No

Indicate by check mark if disclosure of delinquent filers pursuant to Item 405 of Regulation S-K is not contained herein, and will not be contained, to the best of registrant's knowledge, in definitive proxy or information statements incorporated by reference in Part III of this Form 10-K or any amendment to this Form 10-K

Indicate by check mark whether the registrant is a large accelerated filer, an accelerated filer, a non-accelerated filer, smaller reporting company, or an emerging growth company. See the definitions of "large accelerated filer," "accelerated filer," "smaller reporting company" and "emerging growth company" in Rule 12b-2 of the Exchange Act. (Check one):

Large accelerated filer Accelerated filer
Non-accelerated filer Smaller reporting company
(Do not check if a smaller reporting company)
Emerging growth company

Indicate by check mark whether the registrant is a shell company (as defined in Rule 12b-2 of the Exchange Act). Yes No

As of June 30, 2017, the aggregate market value of the Common Stock of the registrant held by non-affiliates of the registrant was approximately \$9.0 billion based on the closing price on the New York Stock Exchange on such date.

Number of shares of the registrant's Common Stock at February 9, 2018: 285,311,549

DOCUMENTS INCORPORATED BY REFERENCE

Certain information required in Items 10, 11, 12, 13 and 14 of Part III of this Annual Report on Form 10-K (the "Annual Report") is incorporated by reference from our definitive Proxy Statement for our 2018 Annual Meeting of Stockholders (our "Proxy Statement") to be filed with the Securities and Exchange Commission (the "SEC") within 120 days after the close of the fiscal year ended December 31, 2017.

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IRON MOUNTAIN INCORPORATED
2017 FORM 10-K ANNUAL REPORT

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IRON MOUNTAIN INCORPORATED
CONSOLIDATED BALANCE SHEETS
(In thousands, except share and per share data)

	December 31,	
	2016	2017
ASSETS		
Current Assets:		
Cash and cash equivalents	\$ 236,484	\$ 925,699
Accounts receivable (less allowances of \$44,290 and \$46,648 as of December 31, 2016 and 2017, respectively)	691,249	835,742
Prepaid expenses and other	184,374	188,874
Total Current Assets	1,112,107	1,950,315
Property, Plant and Equipment:		
Property, plant and equipment	5,535,783	6,251,100
Less—Accumulated depreciation	(2,452,457)	(2,833,421)
Property, Plant and Equipment, net	3,083,326	3,417,679
Other Assets, net:		
Goodwill	3,905,021	4,070,267
Customer relationships and customer inducements	1,252,523	1,400,547
Other	133,823	133,594
Total Other Assets, net	5,291,367	5,604,408
Total Assets	\$ 9,486,800	\$ 10,972,402
LIABILITIES AND EQUITY		
Current Liabilities:		
Current portion of long-term debt	\$ 172,975	\$ 146,300
Accounts payable	222,197	289,137
Accrued expenses	450,257	653,146
Deferred revenue	201,128	241,590
Total Current Liabilities	1,046,557	1,330,173
Long-term Debt, net of current portion	6,078,206	6,896,971
Other Long-term Liabilities	99,540	73,039
Deferred Rent	119,834	126,231
Deferred Income Taxes	151,295	155,728
Commitments and Contingencies (see Note 10)		
Redeemable Noncontrolling Interests (see Note 2.x.)	54,697	91,418
Equity:		
Iron Mountain Incorporated Stockholders' Equity:		
Preferred stock (par value \$0.01; authorized 10,000,000 shares; none issued and outstanding)	—	—
Common stock (par value \$0.01; authorized 400,000,000 shares; issued and outstanding 263,682,670 shares and 283,110,183 shares as of December 31, 2016 and 2017, respectively)	2,636	2,831
Additional paid-in capital	3,489,795	4,164,562
(Distributions in excess of earnings) Earnings in excess of distributions	(1,343,311)	(1,765,966)
Accumulated other comprehensive items, net	(212,573)	(103,989)
Total Iron Mountain Incorporated Stockholders' Equity	1,936,547	2,297,438
Noncontrolling Interests	124	1,404
Total Equity	1,936,671	2,298,842
Total Liabilities and Equity	\$ 9,486,800	\$ 10,972,402

The accompanying notes are an integral part of these consolidated financial statements.

IRON MOUNTAIN INCORPORATED
CONSOLIDATED STATEMENTS OF OPERATIONS
(In thousands, except per share data)

	Year Ended December 31,		
	2015	2016	2017
Revenues:			
Storage rental	\$ 1,837,897	\$ 2,142,905	\$ 2,377,557
Service	1,170,079	1,368,548	1,468,021
Total Revenues	3,007,976	3,511,453	3,845,578
Operating Expenses:			
Cost of sales (excluding depreciation and amortization)	1,290,025	1,567,777	1,685,318
Selling, general and administrative	844,960	988,332	984,965
Depreciation and amortization	345,464	452,326	522,376
Intangible impairments	—	—	3,011
Loss (Gain) on disposal/write-down of property, plant and equipment (excluding real estate), net	3,000	1,412	799
Total Operating Expenses	2,483,449	3,009,847	3,196,469
Operating Income (Loss)	524,527	501,606	649,109
Interest Expense, Net (includes Interest Income of \$3,984, \$7,558 and \$7,659 in 2015, 2016 and 2017, respectively)	263,871	310,662	353,575
Other Expense (Income), Net	98,590	44,300	79,429
Income (Loss) from Continuing Operations Before Provision (Benefit) for Income Taxes and Gain on Sale of Real Estate	162,066	146,644	216,105
Provision (Benefit) for Income Taxes	37,713	44,944	25,947
Gain on Sale of Real Estate, Net of Tax	(850)	(2,180)	(1,565)
Income (Loss) from Continuing Operations	125,203	103,880	191,723
Income (Loss) from Discontinued Operations, Net of Tax	—	3,353	(6,291)
Net Income (Loss)	125,203	107,233	185,432
Less: Net Income (Loss) Attributable to Noncontrolling Interests	1,962	2,409	1,611
Net Income (Loss) Attributable to Iron Mountain Incorporated	\$ 123,241	\$ 104,824	\$ 183,821
Earnings (Losses) per Share—Basic:			
Income (Loss) from Continuing Operations	\$ 0.59	\$ 0.41	\$ 0.71
Total Income (Loss) from Discontinued Operations, Net of Tax	\$ —	\$ 0.01	\$ (0.02)
Net Income (Loss) Attributable to Iron Mountain Incorporated	\$ 0.58	\$ 0.43	\$ 0.69
Earnings (Losses) per Share—Diluted:			
Income (Loss) from Continuing Operations	\$ 0.59	\$ 0.41	\$ 0.71
Total Income (Loss) from Discontinued Operations, Net of Tax	\$ —	\$ 0.01	\$ (0.02)
Net Income (Loss) Attributable to Iron Mountain Incorporated	\$ 0.58	\$ 0.42	\$ 0.69
Weighted Average Common Shares Outstanding—Basic	210,764	246,178	265,898
Weighted Average Common Shares Outstanding—Diluted	212,118	247,267	266,845
Dividends Declared per Common Share	\$ 1.9100	\$ 2.0427	\$ 2.2706

The accompanying notes are an integral part of these consolidated financial statements.

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IRON MOUNTAIN INCORPORATED
CONSOLIDATED STATEMENTS OF COMPREHENSIVE INCOME (LOSS)

(In thousands)

	Year Ended December 31,		
	2015	2016	2017
Net Income (Loss)	\$125,203	\$107,233	\$185,432
Other Comprehensive (Loss) Income:			
Foreign Currency Translation Adjustment	(100,970)	(35,641)	108,564
Market Value Adjustments for Securities	(245)	(734)	—
Total Other Comprehensive (Loss) Income	(101,215)	(36,375)	108,564
Comprehensive Income (Loss)	23,988	70,858	293,996
Comprehensive Income (Loss) Attributable to Noncontrolling Interests	633	3,690	1,591
Comprehensive Income (Loss) Attributable to Iron Mountain Incorporated	<u>\$ 23,355</u>	<u>\$ 67,168</u>	<u>\$292,405</u>

The accompanying notes are an integral part of these consolidated financial statements.

IRON MOUNTAIN INCORPORATED
CONSOLIDATED STATEMENTS OF EQUITY
(In thousands, except share data)

	Iron Mountain Incorporated Stockholders' Equity							
	Total	Common Stock		Additional Paid-in Capital	Earnings in Excess of Distributions (Distributions in Excess of Earnings)	Accumulated Other Comprehensive Items, Net	Noncontrolling Interests	Redeemable Noncontrolling Interests
		Shares	Amounts					
Balance, December 31, 2014	\$ 869,955	209,818,812	\$ 2,098	\$ 1,588,841	\$ (659,553)	\$ (75,031)	\$ 13,600	\$ —
Issuance of shares under employee stock purchase plan and option plans and stock-based compensation, including tax benefit of \$327	35,037	1,521,484	15	35,022	—	—	—	—
Parent cash dividends declared	(405,906)	—	—	—	(405,906)	—	—	—
Foreign currency translation adjustment	(100,970)	—	—	—	—	(99,641)	(1,329)	—
Market value adjustments for securities	(245)	—	—	—	—	(245)	—	—
Net income (loss)	125,203	—	—	—	123,241	—	1,962	—
Noncontrolling interests equity contributions	7,590	—	—	—	—	—	7,590	—
Noncontrolling interests dividends	(2,057)	—	—	—	—	—	(2,057)	—
Balance, December 31, 2015	528,607	211,340,296	2,113	1,623,863	(942,218)	(174,917)	19,766	—
Reclassification to redeemable noncontrolling interests	(25,437)	—	—	—	—	—	(25,437)	25,437
Issuance of shares under employee stock purchase plan and option plans and stock-based compensation	60,260	2,108,962	21	60,239	—	—	—	—
Issuance of shares in connection with the acquisition of Recall Holdings Limited (see Note 6)	1,835,026	50,233,412	502	1,834,524	—	—	—	—
Change in value of redeemable noncontrolling interests (see Note 2.x)	(28,831)	—	—	(28,831)	—	—	—	28,831
Parent cash dividends declared	(505,917)	—	—	—	(505,917)	—	—	—
Foreign currency translation adjustment	(36,056)	—	—	—	—	(36,922)	866	415
Market value adjustments for securities	(734)	—	—	—	—	(734)	—	—
Net income (loss)	106,646	—	—	—	104,824	—	1,822	587
Noncontrolling interests equity contributions	1,299	—	—	—	—	—	1,299	—
Noncontrolling interests dividends	(1,698)	—	—	—	—	—	(1,698)	(573)
Purchase of noncontrolling interests	3,506	—	—	—	—	—	3,506	—
Balance, December 31, 2016	1,936,671	263,682,670	2,636	3,489,795	(1,343,311)	(212,573)	124	54,697
Issuance of shares under employee stock purchase plan and option plans and stock-based compensation	43,110	1,252,823	13	43,097	—	—	—	—
Issuance of shares in connection with the Equity Offering, net of underwriting discounts and offering expenses (see Note 13)	515,952	14,500,000	145	515,807	—	—	—	—
Issuance of shares through the At The Market (ATM) Equity Program, net of underwriting discounts and offering expenses (see Note 13)	58,566	1,481,053	15	58,551	—	—	—	—
Issuance of shares in connection with the Fortrust Transaction (see Note 6)	83,014	2,193,637	22	82,992	—	—	—	—
Change in value of redeemable noncontrolling interests (see Note 2.x)	(25,680)	—	—	(25,680)	—	—	—	25,680
Parent cash dividends declared	(606,476)	—	—	—	(606,476)	—	—	—
Foreign currency translation adjustment	108,481	—	—	—	—	108,584	(103)	83
Net income (loss)	185,653	—	—	—	183,821	—	1,832	(221)
Noncontrolling interests equity contributions	—	—	—	—	—	—	—	13,230
Noncontrolling interests dividends	(1,956)	—	—	—	—	—	(1,956)	(2,051)
Purchase of noncontrolling interests	1,507	—	—	—	—	—	1,507	—
Balance, December 31, 2017	\$ 2,298,842	283,110,183	\$ 2,831	\$ 4,164,562	\$ (1,765,966)	\$ (103,989)	\$ 1,404	\$ 91,418

The accompanying notes are an integral part of these consolidated financial statements.

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IRON MOUNTAIN INCORPORATED
CONSOLIDATED STATEMENTS OF CASH FLOWS
(In thousands)

	Year Ended December 31,		
	2015	2016	2017
Cash Flows from Operating Activities:			
Net income (loss)	\$ 125,203	\$ 107,233	\$ 185,432
(Income) loss from discontinued operations	—	(3,353)	6,291
Adjustments to reconcile net income (loss) to cash flows from operating activities:			
Depreciation	301,219	365,526	406,283
Amortization (includes amortization of deferred financing costs and discount of \$9,249, \$13,151 and \$14,962 in 2015, 2016 and 2017, respectively)	53,494	99,951	131,055
Intangible impairments	—	—	3,011
Revenue reduction associated with amortization of permanent withdrawal fees (see Note 2.i.)	11,670	12,217	11,253
Stock-based compensation expense	27,585	28,976	30,019
(Benefit) provision for deferred income taxes	(7,473)	(50,368)	(36,370)
Loss on early extinguishment of debt	27,305	9,283	78,368
Loss (gain) on disposal/write-down of property, plant and equipment, net (including real estate)	1,941	(898)	(766)
Loss on disposal of Iron Mountain Divestments (see Note 14)	—	16,838	—
Gain on Russia and Ukraine Divestment (see Note 14)	—	—	(38,869)
Foreign currency transactions and other, net	44,221	16,624	50,503
Changes in Assets and Liabilities (exclusive of acquisitions):			
Accounts receivable	17,984	(23,206)	(89,653)
Prepaid expenses and other	5,171	(34,274)	(25,281)
Accounts payable	18,017	(50,712)	34,898
Accrued expenses and deferred revenue	(77,469)	51,617	(35,079)
Other assets and long-term liabilities	(7,108)	(4,238)	13,164
Cash Flows from Operating Activities-Continuing Operations	541,760	541,216	724,259
Cash Flows from Operating Activities-Discontinued Operations	—	2,679	(3,291)
Cash Flows from Operating Activities	541,760	543,895	720,968
Cash Flows from Investing Activities:			
Capital expenditures	(290,249)	(328,603)	(343,131)
Cash paid for acquisitions, net of cash acquired (see Note 6)	(113,558)	(291,965)	(219,705)
Acquisition of customer relationships	(32,611)	(31,561)	(55,126)
Customer inducements	(22,500)	(19,205)	(20,059)
Net proceeds from Iron Mountain Divestments (see Note 6)	—	30,654	29,236
Proceeds from sales of property and equipment and other, net (including real estate)	2,222	7,977	9,337
Cash Flows from Investing Activities-Continuing Operations	(456,646)	(632,703)	(599,448)
Cash Flows from Investing Activities-Discontinued Operations	—	96,712	—
Cash Flows from Investing Activities	(456,646)	(535,991)	(599,448)
Cash Flows from Financing Activities:			
Repayment of revolving credit, term loan facilities, bridge facilities and other debt	(10,796,873)	(14,851,440)	(14,429,695)
Proceeds from revolving credit, term loan facilities, bridge facilities and other debt	10,925,709	14,544,388	13,917,055
Early retirement of senior subordinated and senior notes	(814,728)	—	(1,746,856)
Net proceeds from sales of senior notes	985,000	925,443	2,656,948
Debt financing and equity contribution from noncontrolling interests	7,590	1,299	13,230
Debt repayment and equity distribution to noncontrolling interests	(2,016)	(1,765)	(4,151)
Parent cash dividends	(406,508)	(505,871)	(439,999)
Net proceeds associated with the Equity Offering	—	—	516,462
Net proceeds associated with the At The Market (ATM) Program	—	—	59,129
Net proceeds (payments) associated with employee stock-based awards	7,149	31,922	13,095
Excess tax (deficiency) benefits from employee stock-based awards	327	—	—
Payment of debt financing and stock issuance costs	(14,161)	(18,603)	(14,793)
Cash Flows from Financing Activities-Continuing Operations	(108,511)	125,373	540,425
Cash Flows from Financing Activities-Discontinued Operations	—	—	—
Cash Flows from Financing Activities	(108,511)	125,373	540,425
Effect of Exchange Rates on Cash and Cash Equivalents	(8,015)	(25,174)	27,270
(Decrease) Increase in Cash and Cash Equivalents	(31,412)	108,103	689,215
Cash and Cash Equivalents, including Restricted Cash, Beginning of Year	159,793	128,381	236,484
Cash and Cash Equivalents, including Restricted Cash, End of Year	\$ 128,381	\$ 236,484	\$ 925,699
Supplemental Information:			
Cash Paid for Interest	\$ 259,815	\$ 297,122	\$ 368,468
Cash Paid for Income Taxes, Net	\$ 42,440	\$ 69,866	\$ 104,498
Non-Cash Investing and Financing Activities:			
Capital Leases	\$ 50,083	\$ 74,881	\$ 166,843
Accrued Capital Expenditures	\$ 51,846	\$ 62,691	\$ 71,098
Accrued Purchase Price and Other Holdbacks (see Note 6)	\$ —	\$ —	\$ 20,093
Dividends Payable	\$ 5,950	\$ 5,625	\$ 172,102
Fair Value of Stock Issued for Recall Transaction (see Note 6)	\$ —	\$ 1,835,026	\$ —
Fair Value of Initial OSG Investment (see Note 14)	\$ —	\$ —	\$ 18,000
Fair Value of Stock Issued for Fortrust Transaction (see Note 6)	\$ —	\$ —	\$ 83,014

The accompanying notes are an integral part of these consolidated financial statements.

**Iron Mountain Information Management Services, Inc.
Washington – Household Goods Application**

Attachment: Evidence of Enrollment in drug and alcohol testing program

Applicant utilizes the services of eScreen, Inc. as its drug screen provider. The address of the company is below:

8140 Ward Parkway
Ste. 300
Kansas City, MO 64114

A copy of a sample invoice from eScreen, Inc. dated 8/31/2018 is attached.

Also attached is a copy of the company's pre-employment hiring procedures, including our drug screening program.



eScreen, Inc.
 PO Box 25902
 Overland Park, KS 66225
 800-881-0722

INVOICE DETAIL

Invoice Number: [REDACTED]
 Invoice Date: 8/31/2018

Bill To: 100491-0000
 Iron Mountain (Group ID)
 One Federal Street
 Boston, MA 02110
 Due Date: [REDACTED]
 eScreen Order No:
 Sell-To Internal Acct:

Sell To: [REDACTED]
 [REDACTED]
 [REDACTED]
 [REDACTED]
 [REDACTED]
 Product Ship Date: [REDACTED]
 Customer Invoice No:
 FedEx Tracking No:

Collection Date	Description	Donor Name	Last 4 of SSN	Chain of Custody	Client Name	Quantity	Amount	Total Price
Tests for site [REDACTED]		[REDACTED]		[REDACTED]				
7/26/2018	DOT Urine Collection	[REDACTED]		[REDACTED]	[REDACTED]	1	[REDACTED]	[REDACTED]
Tests for site [REDACTED]		[REDACTED]		[REDACTED]				
8/17/2018	Breath Alcohol Test	[REDACTED]		[REDACTED]	[REDACTED]	1	[REDACTED]	[REDACTED]
8/17/2018	DOT Urine Collection	[REDACTED]		[REDACTED]	[REDACTED]	1	[REDACTED]	[REDACTED]

REMIT PAYMENT TO: eScreen, Inc. ,
 PO Box 654094, Dallas, TX 75265-4094

TOTAL : [REDACTED]



Overview of Background Investigation Program – U.S.

Iron Mountain's pre-employment hiring procedures include drug screening, identity verification, criminal conviction searches, government/terrorist watch list reviews, employment verifications, education verifications (where applicable), as well as annual motor vehicle reviews for drivers and couriers. In addition, all applicants are screened to confirm authorization to work in the United States.

All drug testing, background investigations and driver checks are conducted by reputable national services and reported to the Iron Mountain corporate office to preserve the integrity of the process and the results. Employment decisions are reviewed on an individualized basis with consideration given to the recency, severity and relevance of any derogatory information in an employee or applicant's background check. To validate their continued eligibility for employment, Iron Mountain employees undergo recurring background investigations every three years.

This program has been in place for many years, and the Company is continually reviewing and implementing improved processes to ensure that the highest standards are applied to our employment decisions.

Drug Screening

Iron Mountain maintains a "zero tolerance" policy to employ a workforce free from abuse of drugs and alcohol, either on or off the job.

The first step in the Iron Mountain background investigation process is the pre-employment drug test. This consists of a 5-panel screening test administered in accordance with the Substance Abuse and Mental Health Services Administration (SAMHSA) guidelines. Substances covered by the 5-panel test are:

- (1) Marijuana metabolites
- (2) Cocaine metabolites
- (3) Opiate Metabolites
- (4) Phencyclidine (PCP)
- (5) Amphetamines / Methamphetamines

Negative test results are reported via a secure web site to authorized users. Positive results are reported to a single corporate contact to maintain privacy and confidentiality. Should a candidate fail the pre-employment test, no further employment consideration is given.

Once employed, individuals may be subject to additional testing under the following conditions:

- Reasonable Suspicion
- Post Collision/Post Accident
- CDL Random
- Return to Duty
- Follow up from Return to Duty

Criminal Conviction Searches

Once a written offer letter is signed by the applicant, a criminal background check is then conducted in all counties/states where the applicant has resided/been employed for the past ten years (effective for new employees hired after July 1, 2011). Appropriate jurisdictions are identified via disclosure by the applicant as well as a Social Security Number trace, to the extent permitted by law. In addition, a search of Federal Criminal courts is also conducted.

Iron Mountain maintains a team of skilled background investigation professionals who review any derogatory criminal history before making recommendations on employment decisions. Iron Mountain takes into consideration the date of any conviction, the nature of the offense, the position being applied for, and other factors, when determining whether to allow an individual to work for the company.

Individuals with convictions pertaining to any drug/narcotics offense, any financial and abuse of trust crime, any crime of violence to include domestic assault and weapons crimes, and crimes involving theft within the review period are generally not eligible for employment. Further, applicants found to have been incarcerated for any of the aforementioned crimes at any time during the ten year search period are also generally not be eligible for employment with Iron Mountain.

Individuals convicted of the crimes of arson, murder, rape, sexual assault, acts of terrorism, or identity theft are not eligible for employment.

Iron Mountain reserves the right to review and adjudicate personnel decisions with regard to hiring, terminating and suspending individuals based on the nature of the offense, timing of the offense, recidivism and relationship of the offense to the job being considered.

Government/Terrorist Watch Lists

Iron Mountain conducts a comprehensive review of government and terrorist watch lists via its preferred background investigations provider. The search is comprised of over 300 million records from, among others: the Department of Public Safety, Department of Corrections, Administrative Office of the Courts, Bureau of Criminal Apprehension, and/or the Department of Criminal Justice and other applicable government agencies, where available. Currently this search includes information from 49 states' Sex Offender Registries plus the District of Columbia, Puerto Rico and Guam; 39 states' Department of Corrections sources; 13 states' Administrative Office of the Courts sources; plus multiple online county records. In addition, this search contains a review of the Office of Foreign Assets and Control's (OFAC) Specially Designated Nationals and Blocked Individuals

(SDN) List, a review of the Interpol Most Wanted list, as well as numerous other domestic and international government terrorist and sanctions watch lists.

The search also includes a review of excluded parties in databases maintained by the Office of Inspector General (U.S. Department of Health and Human Services) and complies with OIG and U.S. General Services Administration guidelines.

Employment Verifications

Employment verifications consist of a review of an applicant’s employment history going back seven years.

Education Verifications

If an applicant claims education beyond high school (undergraduate, graduate, vocational), Iron Mountain will confirm the highest degree awarded.

Motor Vehicle Review

Driver candidates are screened for appropriate license class and any motor vehicle violation history. Violation and accident history for the past three (3) years are reviewed and adjudicated based upon seriousness of the offense and frequency of occurrence. For example, any conviction for Operating Under the Influence of Drugs or Alcohol is an automatic disqualification. All drivers are subject to an annual motor vehicle records check.

Authorization to work in the United States

Iron Mountain subscribes to the Department of Homeland Security’s E-Verify system in order to confirm that all employees are duly authorized to work in the United States. We also use this process where required to validate citizenship status for export control regulation (e.g. EAR, ITAR, etc.) compliance.