

Company Number 02307053  
PRIVATE COMPANY LIMITED BY SHARES  
WRITTEN RESOLUTION

We hereby certify  
to be a true copy  
*Alison Hammer*  
SHOOSMITHS  
7th Floor  
125 Colmore Row  
Birmingham  
B3 3HJ  
23/12/2010

OF

ARCHIVE SERVICES LIMITED (the "Company")

Circulation Date 9 December 2010 ("Circulation Date")

Pursuant to Chapter 2 of Part 13 of the Companies Act 2006, the directors of the Company propose that the following resolution is passed as a special resolution (the "Resolution")

**SPECIAL RESOLUTION**

- 1 That the share capital of the Company be reduced from £100 to £1 by cancelling and extinguishing 99 ordinary shares of £1 each registered in the name of Iron Mountain UK Limited and extinguishing the share premium account

**AGREEMENT**

Please read the notes at the end of this document before indicating your agreement to the Resolution.

The undersigned, being a person entitled to vote on the Resolution on the Circulation Date, hereby agrees to the Resolution

Signature

Print name

Roderick Day

Director duly authorised for and on

behalf of (print company name) Iron Mountain UK Limited

Date

09/12/2010

FRIDAY



\*AVZM3Q7Q\*

A19

24/12/2010

123

COMPANIES HOUSE

**NOTES**

- 1 If you agree with the Resolution, please indicate your agreement by one of the following methods
- 1.1 If you received the Resolution by e-mail by replying to that e-mail and stating in your reply your name and that you agree to the Resolution, or

- 1 2 by signing and dating this document where indicated above and returning it to the Company either by hand by delivering the signed and dated Resolution to Cottons Centre, 3<sup>rd</sup> Floor, Tooley Street, London, SE1 2TT
- 2 If you are indicating agreement to the Resolution on behalf of a company or person under a power of attorney or other authority, please send a copy of the relevant power of attorney or authority with your indication of agreement
- 3 If you do not agree to the Resolution, you do not need to do anything you will not be deemed to agree if you fail to reply
- 4 Once you have indicated your agreement to the Resolution, you may not revoke your agreement
- 5 When agreement to the Resolution has been received from members representing 75% of the total voting rights, it will be deemed passed Unless within the period of 28 days beginning with the Circulation Date sufficient agreement has been received for the Resolution to pass, it will lapse
- 6 In the case of joint holders of shares, only the vote of the senior holder who votes will be counted by the Company Seniority is determined by the order in which the names of the joint holders appear in the register of members