



Updated 1/2014

Access - Corbis Film Preservation Facility (FPF) located at Iron Mountain

**Address: 1137 Branchton Road
Boyers, PA 16020**

At Iron Mountain site:

Enter the Iron Mountain site and stop at the "Welcome to Iron Mountain" sign. Proceed cautiously toward the LEFT and **park on LEFT in parking spaces** along the left side of the driveway. Exit your vehicle and proceed to the gray block Security building on the left. Enter the building and identify yourself as a Corbis visitor. The Iron Mountain security guard will already have a visitor form indicating Corbis approval for your visit.

You will be required to present two forms of id (such as driver's license and another form of id.) You will be given a security badge.

After completing registration, Iron Mountain security will contact Corbis of your arrival. They should instruct you to return to your vehicle. Please remain in your vehicle and a Corbis employee will drive to your car and ask you to follow them. Follow the Corbis vehicle and proceed to the vehicle check point. At the check point, the Corbis car will enter into the port for inspection. After the Corbis car exits the port, it will wait for you beyond the check point. You may then enter the security check point. The security guard will inspect your vehicle for prohibited items. (These items include firearms or explosives which are prohibited within this facility.)

You have been given allowance for a camera/camera phone so if questioned, please inform the guard.

Following vehicle inspection, you should proceed straight ahead and follow the Corbis car into the facility and to Corbis.

While the Corbis office space is maintained to comfortable working conditions, the vault temperature is maintained at 45 degrees. **Please bring or wear a sweater or coat.**

After your visit, a Corbis employee will lead your car to the exit. Exit the facility and proceed to the security port. Use your badge to activate the security arm and park on the right. Exit your vehicle and enter the gray block Security building to return your badge and pick up any personal items.