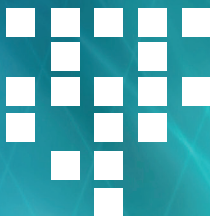




# Secure Scanning Solutions



**Do you need the ability to quickly access your archived files?**

**Does your company have boxes of paper files haunting you somewhere in a back room?**

**If so, what are you doing with them?**

Someone could manually scan them page by page, but that takes time, and time is money.

These documents also pose a number of other problems, they take up an enormous amount of space.

They might be sensitive or confidential in nature.

This makes it difficult to find relevant information at a moment's notice, and being paper-based, they risk damage.

**We have the answer...**

Our team will arrange the secure pickup of your paper documents and transport them safely to our offices.

There, our state-of-the-art, high-speed scanners will capture every piece of information on your files.

We'll index and clearly mark each file, storing them on a high quality DVD/CD, USB stick or external hard drive.

Finally, we will either return your paper documents to you, or destroy them on your behalf.

Our scanning solution will quickly and confidentially take care of all your document storage and retrieval problems.

**Phone: 02 6762 0903 | Fax: 02 67 664 028**

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**Web: [www.securescanningsolutions.com.au](http://www.securescanningsolutions.com.au)**

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