## Microfilm Scanning /// eBizDocs Protecting history before it turns to mush. HOW IT WORKS Microfilm Microfiche YOUR PROJECT Aperture Cards STARTS BY COM Fiche **CAREFULLY PACKING** STANDARD BANK **BOXES** AT PICK UP, **EBIZDOCS TAGS BOXES AND ENTERS EACH BOX IN ITS SECURE TRACKING SYSTEM BOXES ARE** TRANSPORTED TO **EBIZDOCS AND TRACKED** THROUGH THE **ENTIRE PROCESS EACH ITEM IS INSPECTED AND** PREPARED FOR SCANNING A SAMPLE IS SCANNED, PROCESSED, **AND QUALITY CHECKED FOR YOUR REVIEW** FINAL **ADJUSTMENTS ARE** PERFORMED, AND REMAINING ITEMS ARE SCANNED SCANNED FILES **ARE UPLOADED FOR SECURE** ONLINE ACCESS OR DELIVERED VIA AN SCANNED ITEMS **ENCRYPTED** ARE RETURNED OR **DESTROYED AT** DRIVE YOUR DISCRETION

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