

## A SCANNING PARTNER YOU CAN RELY ON

Documents that are worth scanning are important. Reynolds has been providing high-quality document conversion projects for 50 years and we're pleased to be able to say that over 93% of our customers continue to come back to us over and over again. These are a few reasons why:

- 100% Image QA
- 100% Index verification
- 100% GUARANTEED import routines
- 24/7/365 access to your documents while they're with us - typically within an hour
- Certified destruction of your originals with your written consent

### INFRASTRUCTURE

- HIPAA compliant
- Industry-leading, production-level Kodak, Contex, nextScan scanners
- Cutting edge Kofax software
- All work conforms to regulatory and industry standards. Quality standards exceed ANSI, AIIIM, and Pennsylvania state specs

### PEOPLE

- Most experienced staff - 14 years average tenure
- Award-winning, in-house staff of manufacturer-certified technicians
- On staff CDIA+ (Certified Document Imaging Architect)
- Project Managers include AIIIM certified:
  - Capture/Imaging Specialist
  - Information Governance Practitioners
  - BPM Specialist

### COMPANY

- Most experienced document management and scanning company in Pennsylvania
- 50 years of document conversion experience
- A+ BBB rating

# WHY SCANNING QUALITY MATTERS

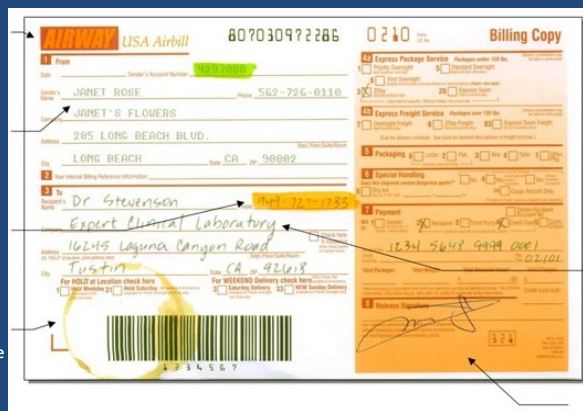
## ORIGINAL DOCUMENT

Low Contrast

Dot Matrix Text

Highlighter

Coffee cup stain over barcode



Carbon Copy

Shaded Background

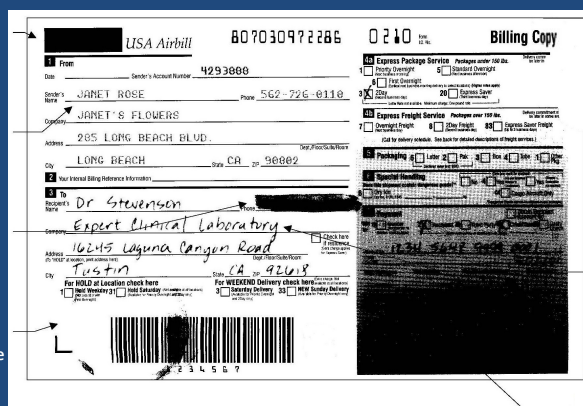
## LOW QUALITY SCAN

Low Contrast Logo

Dot Matrix Text

Highlighter

Coffee cup stain over barcode



Carbon Copy

Shaded Background

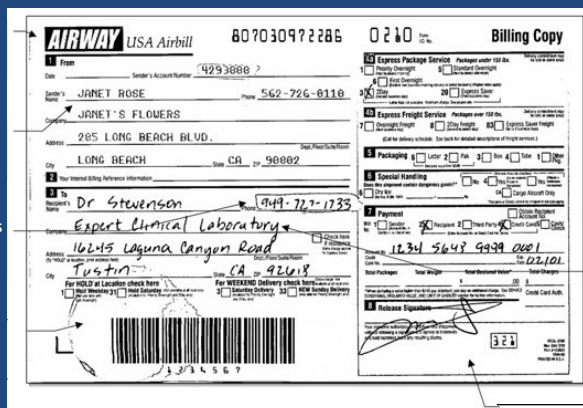
## HIGH QUALITY SCAN

Low contrast logo is still visible

Dot Matrix Text is enhanced

Highlighted text is readable

Coffee cup stain not interfering with barcode



Faint handprint automatically enhanced

Suppressed background minimizes file sizes and makes images internet ready