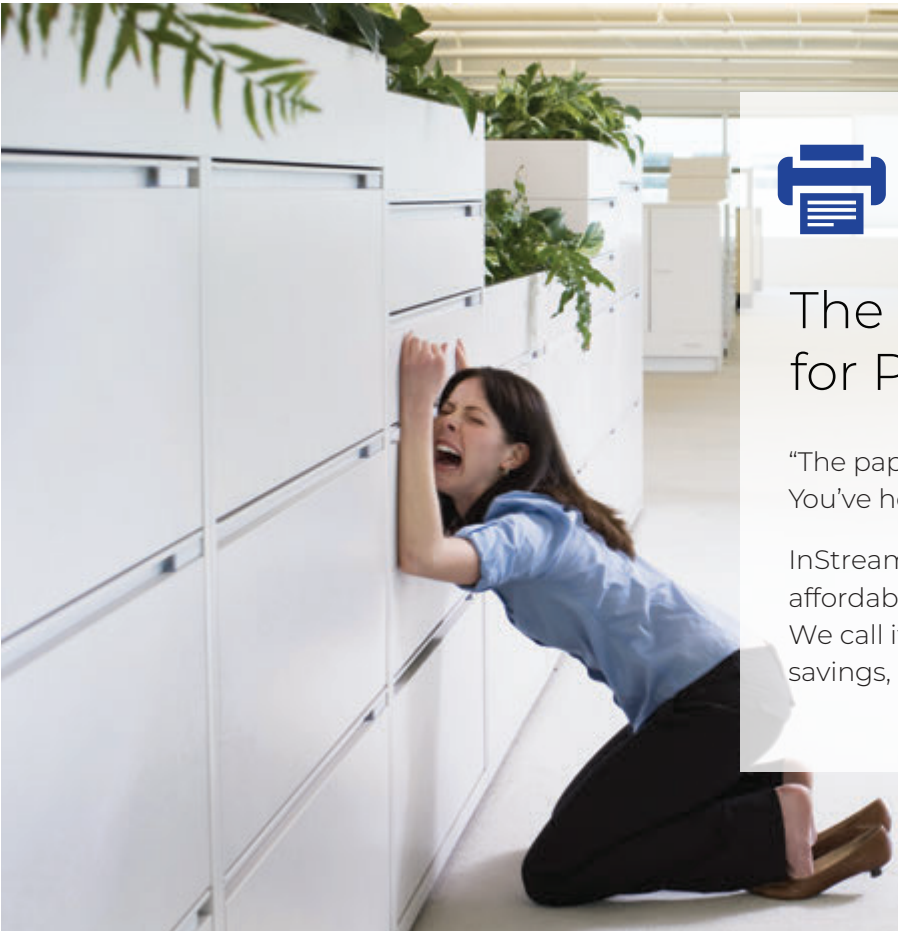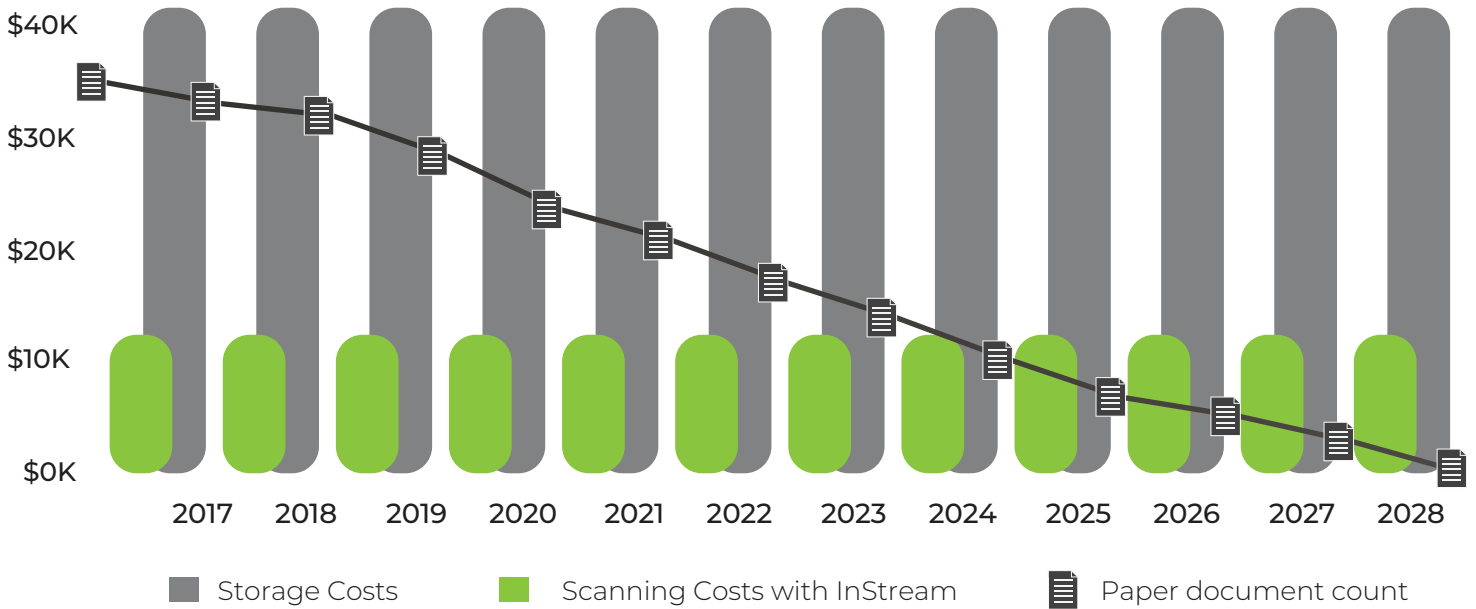# scan *to* zero ™

The Perfect Solution for Paper Reduction

"The paperless office," "going paperless," "going digital." You've heard them all. Well, now it's real.

InStream has developed a solution that will help you affordably eliminate all of your paper records over time. We call it Scan-To-Zero. For you, it translates to cost savings, efficiency, and security!

SAVE MONEY & ELIMINATE PAPER OVER TIME

| | Storage Costs | Scanning Costs with InStream | Paper document count |

INCREASE PRODUCTIVITY.

With digital records available at your fingertips, the management of records and retrievals is fast and easy... saving time and improving office efficieny leads to cost savings with a real ROI.

FINANCING OPTIONS.

We will work with you to come up with a payment plan to get you started. Store your paper off-site? That's not a problem either. We will pay the termination fee for your contract to secure your records.

The Transformation of Paper Documents to Digital Just Got Even Easier

90% of business information still exists on paper. In the US alone, there are over 4 trillion paper documents. These documents are taking up valuable office space, complicating the search and retrieval process for workers and are a huge risk to information security and integrity. Making the switch from paper to digital is quick, easy, effective, and now... affordable!

InStream's state of the art conversion laboratory was designed specifically for document and data conversion services. It is staffed with highly skilled technicians who create over 2 million images every month. InStream can create digital images from almost any type of paper documents. We can scan financial records, engineering drawings, medical records, catalogs, computer reports and other vital business records.

We have numerous security measures in place to make sure your important documents are secure. Whether your documents are stored within InStream or online, you can believe they are locked down tight. Everything from our state of the art intrusion system to our Class "A" temperature & humidity controlled vault makes InStream a secure place for your important files, microfilm or electronic data.

REDUCE YOUR CARBON FOOTPRINT.

Do you have a current sustainability or "Go Green" initiative in the works? Upon scanning completion, your documents will also be destroyed and recycled at an NAID AAA Certified facility.

LET'S GET STARTED!

It really is THAT easy to get started with Scan-to-Zero. Simply contact your InStream representative today!