



Bespoke trust

COMPLET SOLUTIONS

Secure facilities

peace of mind

INSURANCE OPTIONS

Save Cost

RELATIONSHIP Reduction

Confidential

SOLUTION Save

Secure

Tactical

GREATER EMPLOYEE PRODUCTIVITY

Increased Floor Space Productivity

Reduction of Liability

Shredding

DISASTER PROTECTION

Bespoke Personal Service

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Have you ever had an issue locating those important documents?

Compliance and exposure regulations have lead to virtually every business generating an ever increasing quantity of archive documentation on a daily basis. Mandatory storage of these records can offer challenges and complications to all business which, if un-addressed can lead to serious legal and financial consequences.

EasyCorp UK Archive offers a dedicated document management solution which, is both superior and extremely cost effective when compared with other methods of business storage with the additional benefits of increased security, control and access to your documents when you require them.

EasyCorp have the solution.

A genuine cost saving vehicle for your business. We operate to industry standards but pride ourselves on offering a bespoke unique service, both tailored and suited to your business model, we focus directly on your needs and through direct consultation identify your specific requirements. Whether your organisation is large or small, local or national, our service is total.

Our customers consider EasyCorp an extension of their own business, handling every issue required to warrant hassle free business function. Our central secure storage facility is based in Staffordshire and offers easy transport links throughout the UK. We collect from and deliver to your premises and our record centre is open to your authorised employees between 8.30am and 6pm Monday to Friday. We can also arrange for out of hours access or delivery/collection should it be necessary.

Choosing EasyCorp to administer your archive documents will ensure smooth efficient management of your material. We will deliver tangible savings and free up your employees time to concentrate on other areas of your business while ensuring compliance.



Let us Take Control

EasyCorp Archive provides a hassle free solution to effective archive document and records management.

Flexible

Short-term high dependency documents to long-term deep storage to vital documentation required frequently.

Conformity

We help to ensure that your business is compliant with the relevant rules and regulations including, Data Protection and Freedom of Information Act and the UK Financial Services & Markets Act.

Control

Web Based access to our industry leading software from "O'Neil" via "RS WebNet" enabling self management of your documentation with various access levels by "need to know" rules. Simple key word search with shopping cart style ordering/pickup.

Electronic Data & Scanning

A range of electronic document management solutions are available all designed around each individual clients exact requirements. From simple scan on demand through to bulk scanning, CD/DVD or implementing a full web hosting solution. There are no limits to the type of records that can be digitised, these range from large format drawings through to ticket stubs, each document type having its own set of rules around the data capture element which creates instant access.

Secure Destruction

Fully certified confidential destruction dealt with in an environmental manner, compliant with all current legislation i.e. Data Protection act 1998, Environmental Protection act 1990, Waste Management Licensing Regulations 1994.

Long Established

EasyCorp UK is a family run business who have been trading in Staffordshire since 1902 - we are small enough to care while providing a reliable professional provision to your business.

Security

Alarmed, secure storage facility with 24hr CCTV and fire detection systems.

Call 0845 678 1234 now for a **FREE** Consultation

There's never been a better time to contact us for a Free consultation, we will happily explain our standard or bespoke services
Call us now on 0845 678 1234
or email us now at info@easycorpuk.co.uk

Benefits

Access - Access to any business record giving a competitive edge over your competitors.

Security - Enabling you to have a complete audit trail of your core business records and ensuring the ability to comply with data protection requirements.

Space Saving - Free's up expensive office space that could be used to generate income revenues or additional staff members.

Man Power Savings - No more filing, re-filing or spending time looking for a document that has been mislaid.

Disaster Recovery - Complete disaster recovery plan for all core business records, enabling you to continue in business should an incident occur.

5 easy steps to achieve peace of mind

Step 1 – Initial Contact

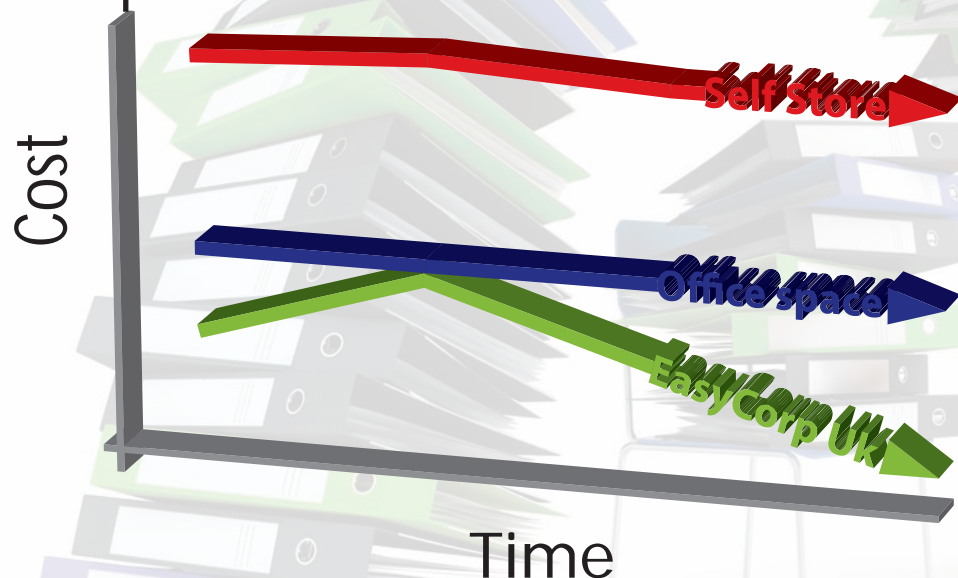
Step 2 – Diagnostic Meeting

Step 3 - Client Needs and Assessment

Step 4 – Proposal

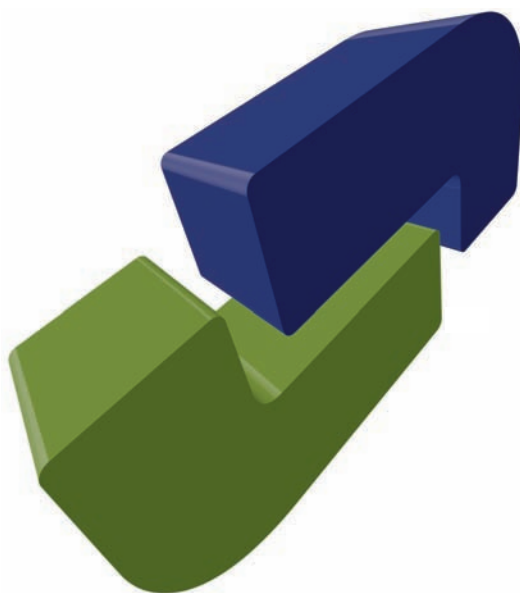
Step 5 – Service Commencement

Finally - watch your costs fall & your company gain comprehensive compliance



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Quality Management System

Client Ref: 111063

Certificate Number: ECAS0109



Archive

Document &
Records Management



Freight

Courier & Pallet
Distribution



Fulfillment

Complete Order
Fulfillment Services



Storage

Managed Storage
& Warehousing



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