



## RecordMax Imaging Services Reaching New Heights Through Expanded Gulf Coast Digital Solution Facilities

**April 15<sup>th</sup>, 2012 - New Orleans, Louisiana**

On February 1<sup>st</sup> of this year, RecordMax moved into a new service bureau with more space, more equipment, updated systems and new team members. The expanded capacity offers customers faster turnaround on jobs along with the ability to handle more projects concurrently.

A recently completed imaging project for a law firm encompassing the scanning and indexing of approximately 1.2 million pages, managed concurrently with the scanning of just over 20,000 transcripts for a local university, the capture of tens of thousands of human resource files for a major steel plant along with the ongoing scan-on-demand requests for patient records, legal records, and other documents showed the benefits of the expanded operation.

Department Manager Barbara Cooper, CDIA+, is thrilled with not only the new space along with upgrades in systems and more hardware but the growth of her team as well. "We were handling an increasing number of projects in increasing cramped quarters. The new facilities allow us more area for document prep, scanning, and indexing personnel. I'm especially pleased with how our Selena Hudgins has stepped up and taken on more of a leadership role in these projects. Her efforts really free me up to get out in the field and interact with customers face to face."

In conjunction with the added capacity and resources, RecordMax announced a new "imaging test drive" program through which customers can take advantage of a "try before you buy" service trial that includes the preparation of up to 500 pages of documents or files for capture, and the imaging of those pages into either a tiff or pdf format. This trial also includes the indexing of several fields of descriptive data, and delivery of the digital records back to you on a CD, flash drive or via FTPS. For more information, call RecordMax gulf coast regional imaging facility at (504) 363-4110.

### **About The RecordMax Companies**

*RecordMax is a proven leader in providing secure information storage, retrieval, imaging, shredding & data protection services to law firms, hospitals, businesses, government entities or other professional organizations. Our services range from protecting business records, files, computer tapes and other sensitive media to offering digital storage of electronic documents, images, email & web content. Enjoy convenient, professional delivery and retrieval solutions...we treat every item we handle just like the largest of shipping companies; with barcode based tracking technology and portable receipt printing by the drivers that bring information assets right to your door. Convert paper documents to digital using our leveraged resources or buy the software and/or hardware you need direct from RecordMax. And enjoy safe & secure document shredding services at competitive prices.*

*The resources & experience of our management team combined with hiring the best possible staff assures confidence, consistency & quality from the people our customers have come to trust. With a growing number of locations across the Southeast, RecordMax stands ready to be a trusted part of your information mgmt team.*

*You'll be glad you chose the people, the facilities and the business solutions at **RecordMax**.*

*Professional Information Storage, Data Protection, Document Imaging & Shredding*