



You have important documents and records.
We have safe, secure and digitally available solutions. It's the future.

Depth of Experience

Let us convert your documents into electronic images and make them available to authorized viewers via the internet, DVD, and CD ROM. We handle documents of all sizes and formats; letter-sized, legal-size, blueprints, and microfiche. Additionally we can store your paper records in our storage facility and/or shred your documents at our shred warehouse.

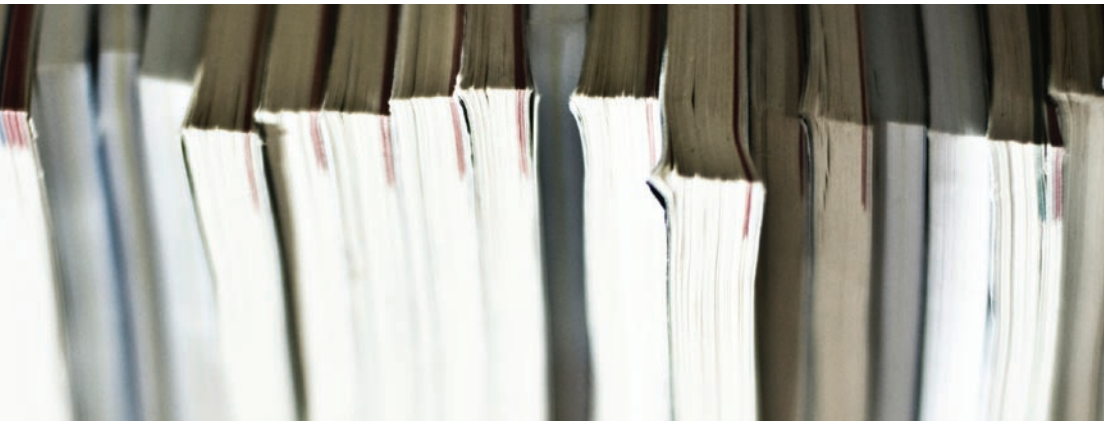
Stay Safe Scan and Storage, Inc. focuses on secure services and technology solutions for the public, private, and social sector marketplace. These services and solutions include document storage, document pick-up and preparation, capturing hard copy information, managing information, and converting it to electronic media for archival and retrieval.

The Cost of Filing

It costs over \$1.00 to file each and every piece of paper in your filing cabinet!

According to Benchmark Consulting International, workers spend 500 hours a year searching for files and information. Additionally, a misplaced document costs \$120 in expenses and lost productivity, while a filing cabinet costs \$25,000 to fill and \$2,000 annually to maintain.

Let Stay Safe Scan and Storage, Inc. save you time and money in a secure and risk-invasive process.



Stay Safe Scan and Storage, Inc.

Stay Safe Scan and Storage, Inc. offers tomorrow's solutions today.

Step 1 Detailed Analysis

We give you a detailed analysis of your facility and help to create a customized program for your specific needs.

Step 2 Pick Up and Storage

We pick up your records via secure trucks and bonded employees. Boxes are then stored in our warehouse and organized for production.

Step 3 Document Preparation

Files get organized for scanning and are reviewed by Quality Control Managers.

Step 4 Scanning Process

Scan Operators scan at a rate of 100 images per minute. That equals to 48,000 images per day per station. Production capacity ability to scale to all size of jobs.

Step 5 Validation and Indexing

Our software program automatically finds record information and our operators verify that the software reads all information correctly.

Step 6 Data Retention Administration

We take care of maintenance and administration and make backup CD or DVD copies of all records.

End Result Cost-Effective and Time Saving

We save you endless hours of searching for files and thousands of dollars in productivity.

With digitally stored documents you get these benefits:

- Your documents are physically handled only one at a time.
- Your documents can not be lost.
- Your document are indexed by multiple fields of information so that you can find what you need easily.
- Your documents are stored in a very small amount of space.
- Your documents are password protected to prevent unauthorized viewers.
- Your documents are accessed quickly and efficiently.
- Your documents are stored on CD's or DVD's which exceed document retention requirements and legal regulations.

Stay Safe Scan and Storage, Inc. provides:

- Scanning and Image Management
- Electronic Archival and Retrieval
- Physical Records Storage and Management —Warehousing
- Document Destruction

**Ask us about our
Vet Biz-In-a-Box!**

Stay Safe Scan and Storage, Inc.

Mailing Address

3941 Park Drive
Suite 20 #297
El Dorado Hills, CA
95762-4549

Scan and Storage Facility

1227 Striker Avenue, Suite 200
Sacramento, CA
95834-1179

Depot Park Facility

8230 Valdez Avenue
Bays 2A & 2B
Sacramento, CA
95828-0912

Our facilities are located in a Target Area Contract Preference Act (TACPA) Zone and an Enterprise Zone (EZA) and a qualified HUBZone.

Contact

Jeff Tewksbury
888-782-7233 x1133 phone
530-677-4945 fax
Jeff@staysafescan.com
StaySafeSolution.com/scan

Contracting Advantages

DVBE #44071
SDVOSB
Certified Small Business

Industry Classification

Industry Classification	SIC	NAICS	UNSPSC
WAREHOUSING	4225	493110	78131800
OTHER WAREHOUSING	4226	493190	78131800
BUSINESS CONSULTING	8742	541611	80101508
SCANNING SERVICES, DATA PROCESSING SERVICES, DATA CAPTURE IMAGING SERVICES, DISK AND DISKETTE CONVERSION SERVICES, OPTICAL SCANNING SERVICES, WEB HOSTING	7374	518210	81112005
OFFICE AUTOMATION COMPUTER SYSTEMS INTEGRATION DESIGN SERVICES	7373	541512	81110000
BASE FACILITIES SUPPORT SERVICES	8744	561210	8111202
DOCUMENT PREPARATION SERVICES	7389	561410	81112002
COPY SERVICES	7334	561439	82121700
ALL OTHER BUSINESS SUPPORT SERVICES	7389	561499	80000000
DATA PROCESSING— DATA PREP AND REPRODUCTION	7379	518210	81112002
DATA PROCESSING, HOSTING AND RELATED SERVICES	7389	518210	8111202
DOCUMENT PREPARATION SERVICES PRIMARY	7338	561410	81112002
DOCUMENT COPY AND REPRODUCTION	7334	561439	82121700
COMPUTER SOFTWARE CONSULTING SERVICES OR CONSULTANTS	7379	541512	43232300
COMPUTER SYSTEMS INTEGRATOR SERVICES	7373	541512	81110000
LIBRARIES AND ARCHIVES	8231	519120	83121500
ALL OTHER INFORMATION SERVICES	7389	519190	83120000
INFORMATION RETRIEVAL SERVICES	7375	518111	83121605
DOCUMENT DESTRUCTION SERVICES	7389	561990	80161508
CONTENT MANAGEMENT SOFTWARE	7374	518210	43232200
DOCUMENT MANAGEMENT SOFTWARE	7374	518210	43232202
MEDICAL DOCUMENTATION PRODUCTS	7352	532490	42142300
DOCUMENT STORAGE SERVICES	4226	493190	78131804

Licenses and Permits

CALIFORNIA SMALL BUSINESS AND DISABLED VETERAN BUSINESS ENTERPRISE (DVBE)	0044071
DUNS	787979140
FEDERAL EMPLOYER IDENTIFICATION NUMBER	20-5711698
COUNTY OF EL DORADO BUSINESS LICENSE	2006-037279
CITY OF SACRAMENTO BUSINESS OPERATIONS TAX CERTIFICATE	150416
CITY OF SACRAMENTO EMERGING AND SMALL BUSINESS ENTERPRISE CERTIFICATION NUMBER	31389
FEDERAL SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS	
CITY & COUNTY OF SAN FRANCISCO BUSINESS REGISTRATION CERTIFICATE	PENDING
CALIFORNIA CORPORATION NUMBER	2930447