

## **Printing, Binding & Scanning**

**We are here to help you. Allow us to manage the duplication of your closing documents as we are equipped with an on-site, full service digital reproduction center to copy, scan or print your documents. Not only are our prices comparable to those of your in-house copy center, but our service is unbeatable. We now have the ability to print up to 13 x 36" in color as well as print and fold inline. We are your one stop digital print center and short run book center, no matter the project we can be your provider.**

**Briefs, yes, we stock the color cover sheets needed along with the ability of printing the body pages all perfect bound into a finished bound book. Typically, 24-48 hour turn around on most Brief projects.**

**While we are not paralegals, we are an extra set of trained eyes familiar with the documents we manage. We will check each document against the index to make sure that everything is in the proper place and there are no missing documents. We also look for page continuity and accuracy. Any discrepancies will be brought to your attention so that they can be addressed before binding. We can also insert original signature pages and bound prospectuses into your copies. Oversized copies such as surveys or maps are no problem!**

Awareness of environmental sustainability is pervasive today. Yet we feel that the strongest green commitments are based on personal commitments "to do what's right" for employees, the community and the world. We understand how every order can save trees, conserve energy and reduce airborne and water-based toxins, which is why we developed programs for the comprehensive recycling of paper, ink cartridges and dies. From recycled paper, brochures and sales materials to environmentally friendly direct mail efforts, catalogs and more we are your source for eco-friendly printing and binding services.