

Off-Site Records Storage & Management

The Smart Combination of Security, Economics and Control for your Vital Business Information

Safeguard Your Documents, Files and Records



Physical Security

Datastore's "world-class" records centers provide a clean and secure environment for your critical documents, files and other types of records. Our facilities and delivery fleet are equipped with sophisticated fire protection, security, climate control, and GPS tracking systems.

Modern Technology

Datastore employs advanced technology standards throughout our operation. From inventory control to security access systems – our technology investments enable us to deliver quality service at competitive prices.

- Documents, files and records can be the lifeblood of your organization. Can you afford to take short cuts when protecting these critical information assets?
- Securely protect your documents and files from fires or floods, rodent or pest damage, accidental loss or employee mishandling.
- Significantly enhance your regulatory and industry mandated compliance or internal governance initiatives.
- Reclaim your valuable office space to support business growth and revenue generating functions.

In Today's challenging business climate, companies from all industries are faced with the dilemma of how to cost-effectively, yet securely store, manage, and control their vital business information. With the explosive growth of business information, your office can quickly be consumed and overtaken by files and records that are deemed vital for ongoing operations, litigation, or compliance. Given these challenges, off-site records storage and management make more business sense than ever before.

Datastore brings a heritage of over twenty-five years of serving the records and vital information management needs of the region's respected business community. Hundreds of companies have already experienced significant benefit and value from Datastore's trusted services and solutions.

Utilizing world-class, centers designed specifically for records in combination with security and technology systems, Datastore handles and stores your records and business information with the utmost commitment to security and service excellence.

From the moment your records are picked up by our service fleet, to when they are placed in the recorded location in our center, your records are tracked and controlled with an advanced inventory management system. Using bar-code scanning and identification functionality, you can rest assured your records and files are under precise control. From any internet browser, authorized users can access inventory, initiate pick-ups and deliveries, or view activity and inventory reports.



DATASTORE

Respected Experience and Reputation

Qualified Personnel

Datastore's leadership team and service specialists bring years of experience and best practices to each Datastore customer engagement. All personnel undergo security background checks and drug-screening – and are trained on HIPAA, GLB, and SOX – to ensure security, integrity and service standards.

Economical Service

Datastore's storage and service fees are economically structured to provide you with a high-quality solution while meeting your budgetary initiatives.

Convenient Access

Datastore's service fleet and customer service agents stand ready to provide you with access to your business records and files on demand. Cost-efficient delivery schedules and after-hours emergency service are available to all Datastore customers.



Datastore can help you quickly and efficiently implement a secure, end-to-end records management program for your organization's unique storage and management requirements. Our experienced consultants can analyze the current state of your records storage process, and deliver a cost-effective solution that enables your organization to receive the benefits of our trusted off-site records program.

Datastore's experience ranges across virtually all segments of the business community. From Legal and Healthcare, to Manufacturing and Financial Services, to Retail, Distribution, and Services companies, Datastore knows how to confidently implement a comprehensive records program for your specific business application requirements.

Datastore

Innovation Applied. Information Mastered.

- Financially strong and secure company with a heritage of over 25 years of trusted service to the business community.
- World-class facilities, vehicles, technology, and systems ensure clean and secure transportation, storage and management for all types and classes of vital business information.
- Respected and experienced security-screened personnel with a commitment to Datastore's "Diamond-Class" service delivery standards.
- Diverse portfolio of vital information and management solutions for physical records, scan services, tape and media files, and destruction services.

Services & Solutions
Offsite Records Management
Secure Information Destruction
Data Protection & Media Vault
Document Scanning
Electronic Document Management

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