

# Digital Microfiche Services



A balance of People, Technology & Customer Service

We have recently upgraded our Micrographic technology to improve our Microfiche services. Save time and money by having your fiche ordered, scanned and emailed by one provider.

Microfilm readers/scanners are large expensive machines that require frequent maintenance and can be costly to repair. **We have made the investment for you!** By using the latest technology we offer superior quality and scanning speeds for all your filmed corporate documents.

## The Process



**It's as easy as 1-2-3...** Microfiche orders\* are picked up from the Ministry. The selected corporate documents, indicated by you, are then scanned, digitized and delivered to your desktop by email!

Our scanning imaging software provides convenient Scan-to-Email, PDF file-saving, text enhancements, image quality adjustments and more, ensuring you receive the highest quality images.

Prefer another format? Images can be saved as PDF, multi-page TIFF, or JPEG files with different resolution settings to help reduce file size.

\*Microfiche orders can be placed by Centro or your current provider.



## Benefits:

- Orders placed and monitored by Centro
- Free pick-up and delivery
- Specified documents digitized and delivered electronically!
- Eliminate costly fiche readers/printers, toners and expensive maintenance agreements
- Ideal for high-volume clients
- Increase internal productivity by eliminating time consuming manual procedures!

Call today to set up a custom Microfilm Solution!

416.599.4040 | 1.877.239.6616

[search@centrolegalworks.com](mailto:search@centrolegalworks.com)

[www.centrolegalworks.com](http://www.centrolegalworks.com)

## Our GREEN Commitment

This is just one of the ways we are changing to help the environment. Using the latest in Micrographic technology eliminates the need for paper copies and toxic Toner Cartridges.

If we all do our part we can make this world a cleaner safer place for generations to come.



Centro Legal Works Inc. | SearchWorks

425 University Avenue, Suite 605 Toronto, ON Canada M5G 1T6  
T.416.599.4040 | 1.877.239.6616 F.416.599.8655 | 1.877.239.0244  
E: [search@centrolegalworks.com](mailto:search@centrolegalworks.com) W: [www.centrolegalworks.com](http://www.centrolegalworks.com)