

NATIONAL ARCHIVES INC

605 LOCUST ST. - GARDEN CITY, NY 11530 - 516-794-0021

Save 50% - 70%
keep your records accessible & safe.

**NATIONAL
ARCHIVES**

**On-Site
Storage**

**Self
Storage**

SAFETY

Above Floor Level Shelving (Water Safety)	YES	MAYBE	NO
Motion Detection Security System	YES	NO	NO
Highly Effective & Modernized Inventory Tracking System	YES	MAYBE	NO
24/7 Monitored Security System	YES	MAYBE	MAYBE
24/7 Monitored Sprinkler System	YES	MAYBE	MAYBE
Fire Resistant Heavy Duty Steel Shelving	YES	MAYBE	MAYBE

SERVICES

Pickup and Delivery (Same Day and Next Day Services)	YES	NO	NO
Active Barcode Tracking	YES	NO	NO
Fax, Photocopy, Scan on Demand Services	YES	NO	NO
Document Packing and Indexing	YES	NO	NO
Detailed Container Reports & Summaries	YES	NO	NO
Quick & Accurate Retrieval	YES	NO	NO
Log of All File Activity (Retrieval and Re-file)	YES	NO	NO
Customized File Summary Activity Reports	YES	NO	NO
Customized Container Summary Activity Reports	YES	NO	NO
Data/File Retention Plan	YES	NO	NO
Document Destruction Dates & Notification	YES	NO	NO
Limit Access to Authorized Employees	YES	NO	NO
Certified Document Shredding	YES	NO	NO

SAVINGS

Pay Only For Space You Occupy	YES	NO	NO
Low Cost Archiving Supplies	YES	NO	NO
No Time Spent on Records Management	YES	NO	NO