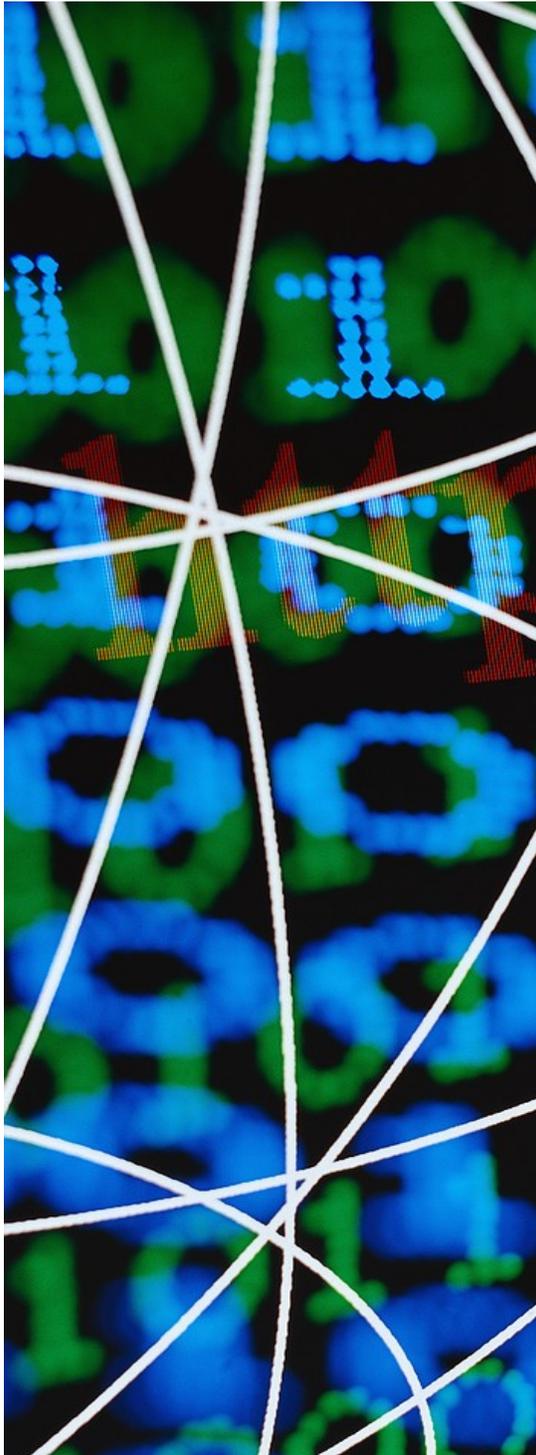


Digital Imaging

NARA's Federal Records Centers Offers Scanning Services



The Federal Records Centers offer digital imaging services to create scanned files of your agency's records. Digitizing records provides backup copies for key documents, gives instant access to records, and preserves the integrity of originals.

Our Digitization Service Includes:

- ▶ Digitization of temporary, permanent, and sensitive records containing Personally Identifiable and Protected Health Information.
- ▶ Scanning of a variety of paper records including oversized, fragile, bound, double-sided, and photographs.
- ▶ Microfilm, microfiche, and aperture card scanning.
- ▶ Multiple output options including optical character recognition, color, and digital enhancements for hard-to-read originals.
- ▶ Customized indexing to meet your needs.
- ▶ Quality assurance up to a 100% visual check of records scanned.

For more information on our digital imaging service visit us at archives.gov/frc/digital-imaging.html

or contact us at

frc_scanning@nara.gov

