



Digital Processing Services

BY AVENU INSIGHTS & ANALYTICS

DIGITIZE AND PRESERVE YOUR JURISDICTION'S HISTORICAL DOCUMENTS

The demand for digital access to current and historical information has never been greater. Citizens are demanding new ways to connect and transact with government and they want a streamlined experience, transparency, and better quality of service to match the consumer experience they get when searching, shopping and communicating online.

The challenge of providing a digital government experience to your constituents is prevalent across all levels of government – limited or slow access for citizens, storage limitations, security concerns, costs of archiving, and maintaining levels of compliance with legislative/regulatory requirements.

Avenu's **Digital Processing Services** enable jurisdictions to **preserve, modernize, and safely store** all types of records while providing **secure digital access** for public consumption. Our hands-on approach is configurable to any of your document needs including:

- Scanning
- Indexing
- Transcription
- Re-creation
- Preservation
- Film Duplication
- Image-to-Film
- Film-to-Image
- Archival Storage
- Redaction
- Digital Magic



HISTORICAL RECORDS

Records created, filed, or used by local governments in the course of their business that are worthy of preservation and special care. These records may have continuing importance because the information they contain is useful for administrative purposes or for historical or other research.

VITAL RECORDS

Records of life events kept under governmental authority such as Birth, Death, Marriage, Divorce, Etc.

PUBLIC RECORDS

Records made by a public officer or a government agency including Mortgages, Court, Deeds, Liens, Land, Maps, Plats, Etc.

Your Complete Suite of Digital Processing Services

Digitize, Organize, Automate, Streamline, Transform

We help clerks and recorders gain a better understanding of how to tackle the overwhelming task of where to begin or meet current demands to do more. Our experts help evaluate your current inventory, identify types of documents, current condition of records, and evaluate size and scope. More importantly, **we help develop a pathway forward that is cost-effective and feasible.**

DIGITAL IMAGING

Protect your records against fire, water damage, and theft while preserving your jurisdiction's history with secure scanning back to sovereignty. Without harming the original documents – digital imaging provides greatly reduced record handling cost, improved operational efficiency, and increased information-processing effectiveness. On-site or off-site scanning options available to meet your jurisdictional needs.

BOOK PRESERVATION/RE-CREATION

Maintain and preserve valuable historical books that have broken or been damaged. Replace damaged book volumes via scanning, printing, and insertion into binders.

IMAGE TO MICROFILM

While storing documents digitally provides many benefits, the cost to maintain "inactive" records in a digital state can be very costly. Protect your originals by using our low-cost and long-term microfilm conversion solution and extend your record's life expectancy for hundreds of years.

ARCHIVAL STORAGE

Maximize your disaster recovery planning through our secure archival storage options. Set up and use a functional record retention schedule, meet regulatory requirements, maintain low document storage cost, and if applicable routinely destroy records at the end of their lifecycle.

INDEXING

Streamline your constituent experience through our powerful search and find indexing process. Match the consumer experience your citizens are adept to by giving them the ability to quickly find and retrieve valuable historical or public records.

FILM DUPLICATION

Preserve original film via retrievable archives while providing working copy for public use. Transfer from acetate-based material to modern polyester that eliminates deterioration.

REDACTION

Protect your confidential information through our document redaction process. Our team will securely store original documents, make redacted copies by removing sensitive information, and save the altered document as the new standard.

TRANSCRIPTION

Preserve the understanding of history through our word for word rendering of original cursive to computer text.

From the Experts Trusted by Jurisdictions Nationwide

Ready to see how Avenu can support you? Request more information at succeed@avenuinsights.com.