

Destruction problems: Solved

30% saving on archive storage...

100% saving on destruction!



WHY?

Secure Data

Management recently attended a Records Management forum, hosted by Clifford Chance. Also in attendance were representatives from Baker McKenzie, Herbert Smith, Allen & Overy and Lovells, amongst others.

All present agreed that one of the contributing factors to the general lack of destruction within the industry is due to the punitive and excessive charges levelled by archiving companies!

Based on this forum, Secure Data Management has decided to break the mould by providing destruction **completely free of charge.**

WHO?

Secure Data

Management is an independent, innovative records management company. With a head office at London Bridge, we specialise in

HOW?

As a thank you to all clients who store their archives with us, we will destroy any archive boxes that have been in storage with us for over 6 years at no cost to the client. All boxes are shredded in-house,

Please consider the following:

- The Law Society and the Solicitors Regulation Authority recommend that all files should be reviewed after 6 years
- Many law firms have no system in place whereby the status of a box is automatically flagged for review after a set period
- Many archiving firms regard the destruction of unwanted files as **an excellent means of making a fast buck from their clients.** Please see the table opposite.
- Box destruction can cost far more than a year's storage

providing expert archive storage solutions to the legal sector. Our unique storage solution enables us to save our clients on average 30% on their annual storage costs.

and then the paper waste is sent for recycling. It is our low cost base which enables us to offer this service. **Please contact Secure Data's MD, Marc Chauveau, to arrange a 30-minute cost analysis meeting.**

- Free box destruction
- Automatic review dates for all items in store
- Less of your valuable staff time spent dealing with archiving!

Service	Recall*	Iron* Mountain	Secure Data
Permanent withdrawal	£0.95	£1.20	£0.00
Handling charge	£1.00	£0.98	£0.00
Destruction	£0.95	£1.20	£0.00
Total Charge	£2.90	£3.38	£0.00

*Source: copies of invoices supplied by clients.



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**Secure Data
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