

London, 14<sup>TH</sup> September 2007

FOR IMMEDIATE RELEASE

## **PREVIEW SERVICES ACQUIRES DOCUMENT REDUCTION COMPANY**

Preview Services Ltd has acquired the business assets and trade of Document Reduction Services Ltd. (DRS)

Preview is one of the UK's leading scanning and data capture service providers and last year opened a new records management centre for longer term storage of client documentation.

Since 2002 DRS has been providing specialist storage reduction and protection using a unique vacuum sealing process originally developed for the food industry. Documentation that is to be stored for long periods benefits from complete security and tamper evident status inside special pouches containing no air.

The process can be offered as part of a total records management solution or alternatively equipment can be installed at clients' premises to enable material to be sealed as it is generated. In addition to the obvious security benefits the material is also completely protected from water and smoke and much better protected from fire. But perhaps the principle benefit is that the volume of material stored is reduced by 40% - giving huge savings on space.

Chris Wilde, Preview's Director commented: We are delighted to be able to welcome DRS clients and we will continue to provide them with the same high levels of service that they have had in the past. In addition we can add another option to those of our clients who wish to continue to store original material for lengthy periods.

### **About Preview Services**

Preview Services Limited ([www.previewservices.com](http://www.previewservices.com)) is a specialist provider of outsourced document management services to businesses and public organisations of all sizes. Clients include major sales and leasing companies, airlines, engineering firms and government agencies.

Based in Feltham, Middlesex the Company operates one of the UK's leading document scanning bureaux and is continuously developing innovative and cost saving solutions for document management.

### **Contact**

Kathy Bruce ([Kathy.bruce@previewservices.com](mailto:Kathy.bruce@previewservices.com))

Preview Services Ltd. 1 Mount Road, Hanworth, Middlesex TW13 6AR, UK

Tel: +44 (0)20 8755 5704 Fax: +44 (0)20 8755 5715