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Image Data Certified as Kodak Data/Document Conversion Center

Framingham, MA / Albany, NY, September 20, 2003 — Image Data, a leading Northeast service bureau provider of document and data management solutions, has received certification as a **Kodak Data/ Document Conversion Center (KDDCC)**, a highly sought-after complete certification for microfilm and imaging products. Kodak has authorized Image Data as a service bureau with the expertise, resources and personnel that customers can trust for quality and value, without the need to invest in internal IT spending.

KDDCC services that Image Data offers cover the entire range of the imaging chain from the capture of images, to storage, to management, and to sharing images. Image Data's Kodak-based solutions let decision-makers concentrate on core-business priorities, while document management seamlessly integrates into their environment.

The **Kodak Data/Document Conversion Center Process** begins with raw images or data being captured using the best-suited technology to serve a client's imaging needs. This includes:

- **Source Document Microfilming:** Captures the images of various paper documents and stores them on next-generation films – scannable, secure and standardized.
- **Computer Output to Microfiche (COM):** Captures images from computer data supplied on magnetic tapes or cartridges and stores them on high quality archive-rated and cost-effective microfiche.

Image Data's comprehensive **KDDCC** services cover all aspects of Document Capture, Storage and Retrieval including:

- Data/document preparation and re-filing
- Data/document conversion to alternative storage media like microfilm or microfiche
- Data capture: manual encoding or automated indexing
- Image quality control
- Storage and retrieval/printing service of microfilm or microfiche

Backing up on Kodak film: Regardless of IT infrastructure changes in the years to come, Image Data customers are assured of long-term access to their information when archived on Kodak Microfilm. Kodak film offers a backup option that can be retrieved and read or scanned for years to come. Many insurance companies, financial institutions, and government agencies are rediscovering the true value of microfilm as a long-term archiving option especially in light of newer compliance legislation such as HIPAA, Sarbanes-Oxley Act (SOX), and the PATRIOT Act. Image Data now has Security Clearance with the Department of Energy to add flexible protection to its archiving resources.

Image Data offers complete **Document/Data Management** solutions on an **ASP** and **Service Bureau** basis. Since 1995, Image Data has worked with companies and organizations around the country in diverse sectors to address their varying needs in **document and data imaging, archiving, hosting and storage** as well as **A to Z data and media conversions, Disaster Recovery** and **Business Continuity**.

With offices in Albany, NY and Framingham, MA, Image Data's team approach to customer relationships has yielded high marks in customer satisfaction for initial needs assessment, implementation, and ongoing service contracts. Our company culture is project-focused and that means milestones are met on time and on budget. Our return customers prove it.

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