

Copy, Fax, and Document Production Services

Quality documents. Expert attention.

Consider It Done.™



The team at GLC Business Services takes immense pride in handling all of your organization's printing, copying, scanning, faxing, and document delivery as efficiently as possible. We take the time to help train and develop all office services staff so that you're able to add greater productivity.

GLC Delivers.

- ◉ Strategic technology assessments and recommendations
- ◉ Experienced staff to handle copy and print services
- ◉ On-site managers to maintain centralized and walk-up copiers
- ◉ Comprehensive and customized reports detailing all copy requests
- ◉ Monthly invoices with detailed cost breakdowns for personnel, equipment and supplies
- ◉ Complete fax service
- ◉ Full scanning and e-mail preparation support
- ◉ Packing and packaging materials for external distribution via USPS, FedEx, UPS, and other courier service

Our Expertise. Your Advantage.

With the right strategy, our full complement of support services can transform your day-to-day operations.

Keeping
you ahead
of the game.

We evaluate and monitor your technology, equipment, and price points on an ongoing basis—if there's a way to deliver a better, more cost-effective solution, we'll find it.



**Whatever. Whenever.
It all adds up to the GLC difference.**

**To learn more about what the GLC difference
could mean for your firm, give us a call at 866.258.3910.**