



Gerry Chambers, CEO and John Hayes, President and COO

Managed services that meet your needs, not ours.

Consider It Done.™

Our Great Little Company can be summed-up in just five words: we love what we do.

Our passion is having a keen understanding of your company. Discovering your process and your culture. Uncovering possibilities, and forging relationships. All of this fuels a strategic, long-term plan focused on the big picture while not taking our eye off the little things. A plan that maximizes people, amplifies process, and employs technology that works just for you. For over two decades we've been doing just that through our service-focused workforce, thorough performance measures and continuous process improvement model. And while we love what we do, our clients love our ability to deliver creative solutions that exceed expectations again and again.

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

Personal service...by design.

Because we answer a demand for a more comprehensive, flexible approach to onsite office support services, we're proud of the fact that we've forged strong, long-tenured relationships with law firms, manufacturers, private corporations and service businesses throughout the country.

While we often compete with the big players, our size, expertise and passion gives us the ability to provide far more personalized office services support solutions, aligning the right people and resources with the unique needs of each and every client—no matter the need.

The GLC Business Support Transformation Process.

Our Business Support Transformation Process essentially gives us a 360-degree view of your business, which allows us to make the best recommendations possible for:

- Improved document and records management
- Streamlined operations and improved workflow
- Department/staff alignment
- Efficient delivery of services
- Technology upgrades
- Standardized operations and protocols
- Cost savings/cost containment

The GLC No-Risk Guarantee

If any customer is unhappy with our services for any reason, we will correct the problem to your satisfaction within 30 days, or GLC will restore the operation to the previous setup at no cost to the organization. We've stood behind this guarantee for over 20 years. And we're proud that we've never had to deliver on it.

Our Expertise. Your Advantage.

GLC offers its clients a full complement of managed services support including:

- Copy, Fax, and Document Production
- Records Management
- Mail and Messenger Service
- Office Supply Management
- Imaging
- Telephone and Reception Support
- Hospitality Management

A happy client is the best client.

Our client retention rate exceeds 99 percent.

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



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