



SMALL BUSINESS SOLUTIONS

Well-managed information is essential for a small business to succeed. An expertly designed information management program will help you:

- > protect your business and your customers - offsite storage and routine destruction can help protect your business from a data breach
- > increase efficiency - getting inactive and outdated files out of the office means employees spend less time managing and searching for documents
- > save money - offsite storage space helps you reduce your real estate footprint

Maintaining a robust information management program is a big job - and it's one you don't have to do alone. Iron Mountain will work with you to create a program that fits the unique needs of your business whether you're trying to get rid of excess paper or ready to explore digital transformation. Using a combination of offsite storage, routine shredding and document scanning, you'll have full control of your information.

HOW IRON MOUNTAIN CAN HELP



STORE

Store your records in a secure offsite location. Maintain access while freeing up valuable office space that you can repurpose for higher-value work.



SHRED

Reduce the risk of identity theft or a data breach with routine shredding. Shredding with a certified vendor is safer, more secure and more reliable than using an in-house shredder.



SCAN

Help your business work more digitally - digitize your paper files as needed or as part of a larger project to increase staff productivity and efficiencies, while reducing risk for your organization.

WHY IRON MOUNTAIN?

Iron Mountain is a global company with a local reach. Partnering with us means you benefit from working with a single vendor that has a wide range of solutions and more than 65 years of expertise.

We can build an information management program that works for your business so you're getting what you need - and only what you need - to get the job done.

Choosing Iron Mountain as your information management vendor means you:

- > work with a single company to store, shred and scan your business records
- > have access to locally-managed facilities with high-level global security standards
- > benefit from time-tested and proven workflows and processes
- > enjoy 24/7/365 customer service
- > manage your program using Iron Mountain Connect™, an online purpose-built customer service portal

TO LEARN MORE ABOUT HOW WE CAN HELP YOUR BUSINESS GO TO:
WWW.IRONMOUNTAIN.COM/SMB

WE PROTECT WHAT YOU VALUE MOST®

800.899.IRON | IRONMOUNTAIN.COM



ABOUT IRON MOUNTAIN

Iron Mountain Incorporated (NYSE: IRM), founded in 1951, is the global leader for storage and information management services. Trusted by more than 220,000 organizations around the world, and with a real estate network of more than 85 million square feet across more than 1,400 facilities in over 50 countries, Iron Mountain stores and protects billions of information assets, including critical business information, highly sensitive data, and cultural and historical artifacts. Providing solutions that include secure storage, information management, digital transformation, secure destruction, as well as data centers, art storage and logistics, and cloud services, Iron Mountain helps organizations to lower cost and risk, comply with regulations, recover from disaster, and enable a more digital way of working. Visit www.ironmountain.com for more information.

© 2019 Iron Mountain Incorporated. All rights reserved. Iron Mountain and the design of the mountain are registered trademarks of Iron Mountain Incorporated in the U.S. and other countries. All other trademarks and registered trademarks are the property of their respective owners.

USSMB-FLY-080119A