

# PROTECT YOUR CRITICAL INFORMATION

## TAKE THE FAST TRACK TO BETTER INFORMATION ORGANIZATION

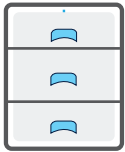
Does your business model include a sound strategy for managing and protecting your critical information?



### PROCEED WITH CAUTION:

#### Document Mismanagement Hazards Ahead

If your company lacks a coordinated information management strategy, you may encounter:



#### SPACE INVADERS

Are you crowding your office with file cabinets instead of space for your employees?



#### DANGEROUS INEFFICIENCIES

Don't chase new business without on-demand access to required information.



#### WASTED BUSINESS INTELLIGENCE

Records are crucial to your firm's collective brain, but useless if you can't find them.

## WHAT ARE THE BENEFITS OF PROPER INFORMATION HANDLING?



**PRESERVING YOUR CUSTOMER RELATIONSHIPS**



**COMPLIANCE WITH INDUSTRY REGULATIONS**



**A STRONG DEFENSE AGAINST LEGAL CHALLENGES**

## EXPLORE THE IRON MOUNTAIN ADVANTAGE



**SECURE SHREDDING AND RECYCLING SERVICES**

You can have your documents picked up on schedule and shred them on or offsite.



**SUPERIOR, COMPLIANT PROTECTION**

Your paper and media are kept offsite and safe from the elements, prying eyes, and natural disasters. On-demand or scheduled retrievals are easy.



**DIGITIZE DOCUMENTS**

Scan the documents you use most, in order to easily share across your organization. Securely store what you don't scan.



**IT ASSET DESTRUCTION**

You can dispose of, destroy, and recycle IT hardware and storage media in accordance with industry-approved environmental and data-security standards.

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### ABOUT IRON MOUNTAIN

Iron Mountain Incorporated® (NYSE: IRM) is the global leader in storage and information management services. Trusted by more than 220,000 organizations around the world, Iron Mountain's real estate network comprises more than 85 million square feet across more than 1,400 facilities in 46 countries dedicated to protecting and preserving what matters most for its customers. Iron Mountain's solutions portfolio includes records management, data management, document management, data centers, art storage and logistics, and secure shredding, helping organizations to lower storage costs, comply with regulations, recover from disaster, and better use their information. Founded in 1951, Iron Mountain stores and protects billions of information assets, including critical business documents, electronic information, medical data and cultural and historical artifacts. Visit [www.ironmountain.com](http://www.ironmountain.com) for more information.