



CONSENTIA
RAW DATA. REFINED RESULTS.

DOCUMENT SCANNING & IMAGING

Reliable, efficient document scanning made simple

Professional scanning requires more than equipment. We have the trained people, controlled processes, and quality checks at every stage.



OUR CORE COMPETENCIES



Trained, Experienced Scanning Staff

Documents are handled by dedicated imaging specialists. Staff are trained on document preparation, fragile handling, and exception management.



Controlled Preparation & Handling

Files are carefully reviewed, prepped, and tracked before scanning. Staples, bindings, and anomalies are handled methodically to prevent damage or missed pages.



Consistent Scanning Methodology

Scanning follows defined standards for resolution, colour, file type, and orientation — ensuring consistent results across large volumes.

WHAT THIS MEANS FOR YOU



Fewer Errors and Re-scans

Proper handling and QA reduce missed pages, skewed images, and costly do-overs.



Predictable, Usable Digital Files

Files are delivered organized, named, and ready to use by your preference, not as just a dump of images.



Document Integrity Confidence

You know documents were handled securely, professionally, and accounted for from start to finish.

Why Digitize in the First Place?

- **Faster access to information**
 - Find files in seconds instead of searching through boxes or your storage.
- **Lower storage & handling costs**
 - Reduce physical storage space, retrieval fees, and ongoing costs of paper.
- **Better continuity & backup**
 - Digital files are easier to protect, duplicate, and recover.
- **Easier sharing & collaboration**
 - Information can be accessed conveniently by the right people at any time.

Over our 50-year history serving over 500 clients, our numbers speak for themselves:

1 Billion + Images Scanned

100,000 + Projects Completed

