1818 New York Ave NE, Suite 107
Washington DC, 20002
202.289.8888
www.adigitalsolutions.com
info@adigitalsolutions.com

Printing & Scanning Brochure

CBE # LSDZR17746082019
DC Supply Schedule Printing and Doc. Mgmt Services - CW34375
DC Supply Schedule Temp Services - CW44220
DC Supply Schedule IT Equipment - CW44117
DC Supply Schedule Advertising/Novelties - CW44161

aDigital Solutions

PRINTING
SERVICE

END TO END PRINTING SOLUTIONS

B/W PRINTING

- High Volume
- Single sided or Double Sided
- 8 x 11, 11 x 14, 11 x 17, or custom sizes available
- 20 - 120 Pound
- Glossy, uncoated or matte coating

COLOR PRINTING

- High Quality documents, images and photos
- Single sided or Double Sided
- 8 x 11, 11 x 14, 11 x 17, or custom sizes available
- 20 - 120 Pound
- Glossy, uncoated or matte coating

Reach more customers and clients using professional, high-quality materials. Clean, crisp copies and documents provide consumers and employees with an easy way to read your business messages, facilitating the successful communication of company goals while leaving a favorable impression.

- Take advantage of our lowest pricing when you submit your copy job online.

- Choose from four different sizes, including legal and standard, to better accommodate your mailers or your filing cabinets. Ledger-style and cut-to-size copies and documents are also available.

- Attract more customers with color copies and documents, or have your literature duplicated in black & white, and bound for training manuals. Choose from a variety of binding and finishing options for a look that accurately reflects your brand.

- Order as few or as many copies and documents as you need. Quantities start at one and continue on up, so you can always have enough printed to meet your business demands.

BANNER PRINTING

VINYL BANNERS

- 6 Standard sizes to choose from.
- Printed on 13 oz. Scrim Vinyl for indoor and outdoor use.
- Optional grommets or pole pockets for easy hanging.
- Size (in feet) = 4 x 2, 6 x 3, 8 x 3, 10 x 3 or 10 x 5 Banners

RETRACTABLE BANNER

- 33.5" x 79" pull upwards and stand banner
- Add your full-color graphics to high-gloss poly film that retracts into base
- Super-lightweight aluminum base with handy travel case

STEP AND REPEAT BANNERS

- Optional stand is available for 5' x 8', 8' x 8' and 10' x 8' sizes
- Larger sizes available
- Print on 13 oz. and 15 oz. vinyls or 13 oz. poly film
- Treatments = Pole Pokets or Hem with Grommets

BACKDROPS

- Select from Banners and Banners with Stand display options.
- 5 standard sizes to choose from.
- 13 oz. scrim vinyl, 15 oz. vinyl and 13 oz. poly film materials to choose from.

MESH BANNERS

- 33.5" x 79" pull upwards and stand banner
- Add your full-color graphics to high-gloss poly film that retracts into base
- Super-lightweight aluminum base with handy travel case

CUSTOM BANNERS

- Select your own size - up-to 10 feet height /150 feet length
- Choose pole pockets and other hanging options

BOOKLET PRINTING

TELL YOUR COMPANY'S STORY WITH A QUALITY BOOKLET

HALF-PAGE PORTRAIT BOOKLETS

- 5.5" x 8.5" finished size
- Great for manuals or guides
- 100 lb., 80 lb., and 70 lb. paper- 8 to 96 pages

LANDSCAPE PORTFOLIO BOOKLETS

- 8.5" x 5.5" finished size
- Use one or both sides
- 100 lb., 80 lb., and 70 lb. paper - 8 to 96 pages

FULL-PAGE BOOKLETS

- 8.5" x 11" finished size
- Best choice for magazines & catalogs
- 8 to 96 pages - 3 substrate choices

HIGH QUALITY BOOKLETS FOR SHOWCASING YOUR PRODUCT/PORTFOLIO

When it comes to high-quality booklet printing at competitive prices, aDigital Solutionsis an easy choice. We offer full color printing of half-page portrait, landscape portfolio, and full-page booklets to meet all of your printing and marketing needs. Our paper options, finishing and binding services, and page count choices will help you get your message out exactly how you intend.

Our fast and easy online ordering process takes only a matter of minutes. We offer quick turnaround times and guarantee your booklets will be at your door when you need them. We proudly offer 33 checkpoints of quality as well If you're not happy, we're not happy, and you'll get your money back if you're not satisfied.

Booklets have a wide variety of promotional and informational uses, such as product catalogs, company magazines, event programs, and instruction manuals. Hand them out at meetings, attract new customers with a catalog of your products or services, distribute them to employees as a company handbook, or inform customers of the latest news at your organization with a magazine mailer.

FEATURES

- High image quality at a low price with offset booklet printing
- Full-color, double-sided printing
- Folding and stapling at no extra cost
- Booklets available in page counts of 8 to 96 pages
- Choose 100lb, and 80lb glossy paper, or 70lb uncoated opaque paper
- Uncoated paper can be written on with pen, pencil, or marker
- Self cover or 100lb gloss cover (custom option)
- Add extra durability with high gloss UV coating

BROCHURE PRINTING

BROCHURES MAKE A BOLD STATEMENT

2-PANEL BROCHURES

- 2-panel folding options
- Ready as soon as next day
- Printed on 100 lb. and 80 lb. gloss paper or 70 lb. uncoated paper

3-PANEL BROCHURES

- 3-panel folding options
- Our most popular size
- A great option to promote your business or product

4-PANEL BROCHURES

- 4-panels folding options
- Full color printing
- We offer several 4-panel folding options to meet your needs

ATTRACT MORE CUSTOMERS WITH HIGH-QUALITY BROCHURES

Brochure printing has never been so colorful or precise. We provide brochures with crystal clear color and print resolution in a massive range of sizes, folds and custom options (see our instant calculator for custom size and fold quotes.) At aDigital Solutions, you can create the exact brochures you need for your product presentations, catalogs, menus, business messages, and marketing promotions.

Brochure printing at aDigital Solutions is quick and stress-free. Our intuitive website is designed for easy upload and checkout of your brochures. It takes just minutes to choose your paper, size, fold, coating, and super-fast delivery times. We also provide free proofing choices to ensure supreme brochure quality.

Our brochures are available in 5.5"x8.5" brochure, 8"x9" brochure, 8.5"x11" brochure, 8.5"x14" brochure, 11"x17" brochure, and 11" x 25.5" brochure sizes. We also have 18 unique folding options to help you create the brochure that's just right for your business aims. Start yours today!

FEATURES

- High-resolution offset color (never digital)
- Choose from 100 lb. gloss paper, 80 lb. gloss paper, 70 lb. uncoated paper, or 100 lb. gloss cover
- Add high gloss UV to provide extra protection and durability
- Available in the following sizes: 5.5"x8.5", 8"x9", 8.5"x11", 8.5"x14", 11"x17" and 11" x 25.5"

BUSINESS CARD PRINTING

FAST AND AFFORDABLE BUSINESS CARDS

STANDARD BUSINESS CARDS

- 2" x 3.5" finished size
- Printed on 14pt ultra-thick cardstock

ROUNDED CORNER BUSINESS CARDS

- 2" x 3.5" with 1/4 rounded corners
- Add an extra element of style
- High gloss UV coating or matte finish

SLIM BUSINESS CARDS

- 1.75"x3.5" Size on 14 pt. Cardstock
- Gloss Both Sides, Gloss Front Only, Gloss Back Only, Matte Both Sides

FOLDED BUSINESS CARDS

- 4" x 3.5" folds to 2" x 3.5"
- Twice the amount of space
- Full color printing on both sides

HALF-CIRCLE SIDE BUSINESS CARDS

- 2"x3.5" Printed on 14 pt. Cardstock
- 100 to 100,000 Prints

SQUARE BUSINESS CARDS

- 2"x2" Printed on 14 pt. Cardstock
- Print from 100 to 100,000 Cards

ROUND BUSINESS CARDS

- 2.5" in diameter
- 14 pt stock that's thick and durable
- Fast printing turnaround

OVAL BUSINESS CARDS

- 2 x 3.5 oval-shaped business cards
- Add an extra element of style
- 100 to 100,000 Prints

LEAF BUSINESS CARDS

- x 3.5 leaf-shaped business cards

BUSINESS CARDS - THE ESSENTIAL TOOL FOR ANY BUSINESS OWNER

Business cards are still the most effective and affordable networking tools that money can buy. A beautifully designed and printed business card speaks volumes about who you are and what you represent. That's why it's so important to make your printed business cards look professional and appealing. A business card from aDigital Solutions does just that. The ultra-thick stock and brilliant high-resolution color adds real value to your company image and ensures that you're taken seriously as a business professional.

aDigital Solutions offers three easy choices of offset quality business cards. Order standard business cards, rounded business cards, or folded business cards to impress clients, customers, and contacts.

Start your order today, and create the most distinctive and eye-appealing business cards. Print Business Cards

FEATURES

- Print full-color offset (not digital)
- 12 pt -14 pt stock that's thick and durable
- Select UV gloss or matte finishes
- Square, Half Circle, Round, Oval and Leaf die-cutting options

CANVAS PRINTING

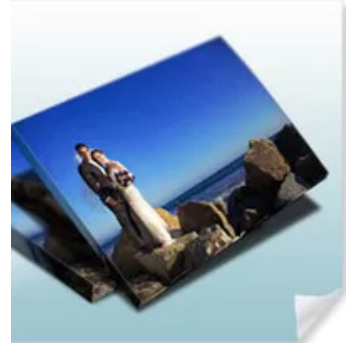## HOLD ON TO YOUR MEMORIES WITH A CANVAS PRINT

16 X 20 CANVAS PRINTS

- Upload your pictures and transform them into ready-to-hang art
- Print on fine-cotton canvas to enhance artwork
- Gloss effect finish and a choice of gallery-wrap framing

18 X 24 CANVAS PRINTS

- Create amazing artwork for art promotion or room decoration art
- See your artwork come-to-life on gallery-quality canvas
- Gloss style finish and a choice of canvas-wrapping

24 X 36 CANVAS PRINTS

- Turn your digital photos and files into ready-to-hang artwork
- Premium canvas material for high-quality art reproduction
- Glossy effect finish with a choice of standard or gallery wrap

TURN YOUR IMAGES INTO ART WITH GALLERY-QUALITY CANVAS PRINTS!

Create canvas photo prints and turn your family snapshots into beautiful works of art to decorate your home. Order your canvas prints at aDigital Solutions and celebrate your wedding photographs and family portraits in picture perfect color and crystal clear print quality. We also cater to artists, photographers, and designers who want to create high-resolution 300 DPI canvas prints that accurately recreate the color and complexity of their artwork.

Our canvas prints are tightly bound over a wooden stretcher frame. They are available in 0.75" standard wrap and 1.5" gallery wrap frame sizes. We supply a wide range of canvas photos prints and large-scale art on canvas prints that includes 16"x20", 18"x24", 20"x24", and 24"x36".

Ordering your canvas photo prints couldn't be easier. It takes minutes to upload and checkout your photos or artwork. Get your canvas photo prints quicker by ordering them at aDigital Solutions today!

FEATURES

- Frame your full-color photos and artwork on canvas
- Printed on fine cotton-based canvas material
- Wrap available in 0.75"standard (approx. 1" of image extends over the frame edge) or 1.5" gallery wrap (approx. 2" of image extends over the frame edge)
- Semi-reflective sheen finish
- Choose from canvas print sizes: 16"x20", 18"x24", 20"x24" and 24"x36"

CALENDAR PRINTING

365 CHANCES TO PROMOTE YOUR BUSINESS

HALF-PAGE CALENDARS

- 5.5" x 8.5" finished size
- Convenient turnaround time: next day and 3 days
- Glossy UV coating on the cover

FULL-PAGE CALENDARS

- 8.5" x 11" finished size
- Printed on 100lb glossy paper
- Printing on both sides allows for photos to be featured each month

MAGNETIC CALENDARS

- Standard, photo frames & pocket styles
- 2 magnet strengths
- Next day printing

A YEAR'S WORTH OF PROMOTIONS WITH CALENDARS

Calendar printing is a tried-and-true form of promotional marketing. Whether you intend to sell your calendars or give them away, order your custom printed calendars with aDigital Solutions for the best in quality and convenient online service. We offer both full-page and half-page calendars printed on 100lb glossy book-weight paper stock. Folded and stapled calendars come with a 1/8 hole for easy hanging.

You can print in full color on front and back, maximizing your ability to use photos and artwork. Our downloadable design templates make putting together your calendar design as easy as possible. Once your order is in, we bring your calendar printing to completion using 33 checkpoints of quality to make sure your calendar looks as great as you imagined it.

FEATURES

- Print quality full- and half-page calendars
- Calendar printing on 100lb glossy paper
- Custom printed calendars come in full color

DOOR HANGERS

- 3.5 x 8.5, 4 x 14, 4.5 x 11 or 5.25 x 8.5
- 14 PT Ultra- Thick Cardstock

CUSTOM DOOR HANGERS BOOST BUSINESS PROMOTION

It is easy to attract attention with door hangers because, for one, a sign hanging on the doorknob in front of you will not miss your line of sight. It will be seen every time. Because of the outdoor exposure, durability is something to consider when shopping for door hanger printing services. Ours are printed on two paper stocks: 14 pt. cardstock or 100 lb. gloss cover paper. You can choose the one that best fits your needs.

BLUEPRINTS PRINTING

ENGINEERING PRINTS / BLUEPRINTS PRINTING

ENGINEERING PRINTS

- 18 x 24, 24 x 36, 30 x 42 or 36 x 48
- Color or B&W

These engineering prints reproduce line drawings and graphics with high definition and contrast. The large size creates an easy-to-read alternative for sharing ideas with clients and contractors and is a low-cost option when a high volume of prints is required.

- Delineate the finer points of a design without worrying about inaccuracies during reproduction. The crisp, white paper of these engineering prints makes every detail stand out, displaying lines and graphics with the meticulous accuracy required by architects and builders.
- Present a design to a group using one of these engineering prints, making it easy for everyone to see and share in the discussion. Center conversations around this visual to reach consensus on a project's requirements and to promote your ideas with ease.
- Choose the size and price to suit your budget and needs with the four options available for these engineering prints. Use the smaller size for personal perusal, saving the medium and large prints for on-site reference

ENVELOPE PRINTING

STAND OUT IN THE MAILBOX

#10 ENVELOPES

- 70lb uncoated opaque paper - inkjet and laser print friendly
- Put your own brand on letters, invoices, checks, and other mailings
- Use with tri-folded 8½" x 11" standard letter

A6 ENVELOPES

- 70lb uncoated opaque paper – inkjet and laser print friendly
- Multipurpose envelope for thank-you cards and announcements

9 X 12 ENVELOPES

- Ultra-bright 70lb uncoated opaque paper
- Customize your envelopes and send an eye-catching business or marketing package
- Use with annual reports, magazines, catalogs, and other sales literature

FLYER PRINTING

AN EASY WAY TO DISTRIBUTE YOUR MESSAGE

FLYERS

- Full, Half, Quater Page.
- 1/3, 1/6 or 1/8 or Custom
- Glossy, uncoated or matte coating

CLUB FLYERS

- Full, Half, Quater Page.
- 1/3, 1/6 or 1/8 or Custom
- Glossy, uncoated or matte coating
- 14 PT Glossy UV or Matte

FLEXIBLE ADVERTISING TOOLS WITH A WIDE REACH

Our flyer printing is offered in a range of sizes for all your business and marketing needs. From budget-friendly 1/8 page flyers to big-impact full page flyers, we cater to all people who are looking for high quality fast flyers at competitive prices.

Flyer printing is made easy and the process from upload to checkout takes a matter of minutes. We also have the quickest and most reliable delivery in the industry, because we guarantee it.

Mail them out, hand them out, leave them out for people to take – any way you use them, custom flyers are one of the most effective ways to promote products, services, clubs, events, restaurants, meetings, and much more.

INVITATIONS PRINTING

EXPECT A BIG TURNOUT AT YOUR NEXT EVENT

INVITATIONS - FLAT

- Choose woven or linen envelopes
- 14pt card stock or 100 lb gloss cover paper with UV gloss, matte, or no coating

INVITATIONS - SCORED

- Easy-fold Invitations – scored and delivered flat-packed

PERSONALIZED FLAT AND FOLDED INVITATIONS

Whatever the occasion, we offer personalized invitations printing that will get the response you're looking for. Available in different sizes and styles, our custom invitations are printed on 14pt ultra-thick cardstock or 100 lb. gloss cover paper for a quality look and feel. Both sides are available for color printing, so you have ultimate flexibility in creating photo invitations. You can further tailor your design with a choice of high gloss UV coating or matte finish.

FEATURES

- Print vibrant photo invitations on cardstock or glossy paper
- Full color custom invitations for any occasion
- Choose your invitation and envelope style
- Convenient invitations printing with three print turnarounds

LABEL PRINTING

INSTANTLY BRAND ANY PRODUCT WITH A CREATIVE LABEL

CUSTOM LABELS

- Choose from any standard sizes
- Fast Turnaround time, ready as soon as next day
- Instant competitive pricing for most projects

PRODUCT LABELS

- Available in a roll or cut-to-size
- Our experts review every print project
- Choose from any standard sizes

FOOD LABELS

- Printed on paper, vinyl, permanent or waterproof material
- Convenient turnaround options
- Available in a roll or cut-to-size

WATER BOTTLE LABELS

- Printed on paper, vinyl, permanent or waterproof material
- Available in a roll or cut-to-size
- Add a high gloss UV finish to provide extra protection

RETURN ADDRESS LABELS

- Our experts review every print project
- Add a high gloss UV finish to provide extra protection
- Individually cut or rolled on standard 3" core

WINE & BEER LABELS

- Individually cut or rolled on standard 3" core
- Matte or High Gloss UV finish
- Peel and stick

AFFORDABLE LABEL PRINTING THAT SUIT YOUR BUSINESS NEEDS

When it comes to marketing, there is nothing more powerful than the branding capabilities of the label. Introducing your brand to potential customers have never been easier. With the ability to adhere to any smooth surface, labels are perfect to present your brand and create brand awareness and recall.

LETTERHEAD - 8.5 X 11

LETTERHEAD - 8.5 X 11

- 8.5" x 11" finished size
- Fully compatible with laser and ink-jet printers
- Available with full color printing on both sides for extra impact

PRINT CUSTOM LETTERHEAD FOR A PREMIUM PRESENTATION

If your company uses letterhead every day or for important documents or mailings, you should be using professionally printed custom letterhead. We'll print your company letterhead on 70lb uncoated opaque text paper that makes each letter you send seem special. It's twice the weight of copier paper, but it measures the standard 8.5" x 11" letter size and is compatible with laser or inkjet printers.

You can use color on both sides of our professional print letterhead, so you can incorporate your color logo into your design. Color letterhead always stands out and makes for a premium presentation. Download our design templates in Photoshop, Illustrator or InDesign. The templates include digital specifications, making designing your letterhead easier and faster.

FEATURES
Professional print letterhead measures 8.5" x 11"
Order custom company letterhead in full color
Print on letterhead easily when you order in bulk
Printed on 70lb uncoated opaque text paper, FSC labeled and recyclable

MAGNET PRINTING

SAVE THE DATE MAGNETS

- Choose from 4 standard sizes
- Available in 15 mil, 20 mil and 25 mil stocks

CAR MAGNETS

- Printed on 30 pt. magnet, strong enough for outdoor use
- 3 standard sizes to choose from
- Great for advertising on cars, vans and trucks

REFRIGERATOR MAGNETS

- Choose from 4 standard sizes
- Available in 15 mil., 20 mil. and 25 mil. stocks

PHOTO MAGNETS

- 3x4, 4x6 and 5x7 standard sizes
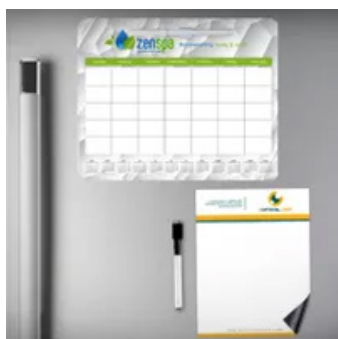- Print up to 10,000 pieces

MAGNETIC PICTURE FRAMES

- 4.75" x 6.25" Picture Frame Magnet
- 3-in-1 Photo Frame with rounded corners
- Printed on your choice of 20 or 25 mil magnet stock

BUSINESS CARD MAGNETS

- Choose from 4 standard sizes
- Available in 15 mil., 20 mil. and 25 mil.

MAGNETIC DRY ERASE BOARD

- 4" x 5.9375" dry erase magnet with pen
- 8.5" x 11" dry erase magnet with pen and clip
- Laminated 12 pt. with magnetic strips

MAGNETIC CALENDARS

- Standard, photo frames & pocket styles
- 2 magnet strengths

CUSTOM MAGNETS

- With custom shapes available
- Personalize designs for round or house-shaped magnets
- Print on 15 mil., 20 mil. or 25 mil. magnet stocks

STICK TO CUSTOMERS' MINDS WITH MAGNET PRINTING

Custom magnets are a durable form of advertising that puts your name in front of customers at a reasonable cost. When you do your magnet printing with us, you have your choice of printing on 15, 20 or 25 mil magnet stock in a wide range of shapes and sizes. We also offer specialty magnets that print in novelty shapes; choose the style that's right for your business.

FEATURES

Custom magnets promote your business
Choose from multiple shapes and sizes
Magnet printing on 15, 20 or 25 mil magnet stock
Eco-friendly advertising magnets

MENU PRINTING

INSTANTLY BRAND ANY PRODUCT WITH A CREATIVE LABEL

DINE IN MENUS

- Printed on 14pt ultra-thick stock or 100lb gloss cover paper
- Half Page or Full Page Dine In Menus

TAKE OUT MENUS

- Printed on 100 lb. gloss, 80 lb. gloss, or 70 lb. uncoated opaque paper
- 8 x 9, 8.5 x11, 8.5 x 14, 11 x 17, 11 x 25.5 Take Out Menu
- Add a high gloss UV finish to provide extra protection and durability

ATTRACT CUSTOMERS WITH APPETIZING MENU DESIGNS

Menus are an essential aspect of any restaurant, or food or beverage service business. aDigital Solutions offers menu printing for dine-in menus as well as takeout menus, in a variety of sizes and folds. Print in full color and choose a glossy UV coating or a matte finish to complete the look of your menu. We've chosen quality paper and cardstock that provide strong durability and excellent color reproduction. Plus, they'll feel good in your customers' hands.

FEATURES

- Menu printing for dine-in services or takeout
- Choose from multiple sizes and folds
- Print take-out menus on 100 lb. gloss, 80 lb. gloss, or 70 lb. uncoated opaque paper
- Print dine-in menus on 14pt cardstock or 100 lb. gloss cover
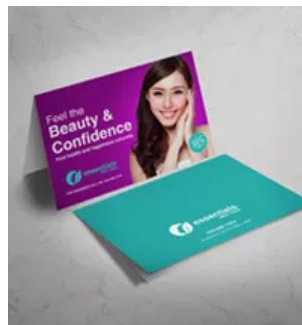- Fast and convenient menu printing times

POSTCARD PRINTING

POSTCARDS ARE AN EASY WAY TO PROMOTE YOUR EVENT

STANDARD POSTCARDS

- 6 sizes available
- 14 pt. cardstock or 100 lb. cover

FOLDED POSTCARDS

- 6 sizes available
- Several bi-fold & tri-fold folds
- Scored for easy folding

DIE CUT POSTCARDS

- Choose from 8 custom shapes
- Customize design for our pop-out or die cut postcards
- Fast turnaround options available

LABEL PRINTING

INSTANTLY BRAND ANY PRODUCT WITH A CREATIVE LABEL

BULK POSTERS

- Same day printing is available
- Print on cardstock or glossy paper
- Optional UV or matte coating

SHORT RUN POSTERS

- 10 mil. gloss coated paper
- UV coating is available

MOUNTED POSTERS

- Light-weight and durable material
- Great for showcasing your brand

POSTER SIGNS

- 16 x 20, 18 x 24, 20 x 30, 22 x 28 or 24 x 36
- Great for showcasing your brand
- Fade-resistant, photo quality prints

MAKE YOURSELF VISIBLE EVERY DAY WITH POSTER PRINTING

Whether you're looking to print posters in bulk or just print one, hang them outdoors or use them inside, aDigital Solutions has a poster printing option that will work for you. We offer Bulk Posters, Short Run Posters, Mounted Posters, and Poster Signs.

We have popular standard poster sizes, including 11˝ x 17˝, 18˝ x 24˝, 24˝ x 36˝, and 26˝ x 39˝, as well as custom sizes so you can easily find the one that meets your requirements. If you don't see something you are looking for, let us know by asking for a custom quote.

In addition, we offer a variety of poster printing options including paper types and weights, so you can choose the texture and finish that works best for your project. We even give you a free file review for every order you place. This means, before printing, we check your design for things like color mode and resolution, as well as bleed and trim. We also have a number of fast printing options to meet your schedule, so your poster order can reach you as quickly as possible.

FOLDER PRINTING

PRESENT YOUR BRAND IN STYLE

MINI FOLDERS

- 3" high pockets
- Sturdy 14 pt. cardstock

PRESENTATION FOLDERS

- Printed on thick 14 pt. cardstock
- Optional business card slits

COMPLETE YOUR MARKETING PRESENTATION WITH FOLDER PRINTING

Business marketing is all about perception and presentation. In order to be perceived as professional and identify with your target consumers, you have to look the part. Your brand image should be consistent across all aspects of your business, especially when presenting your products and services to a potential customer. Making an effective presentation is easy when your marketing collateral is arranged neatly inside a custom folder.

Folder printing is easy at aDigital Solutions and you have a variety of options to customize them just the way you like. Printed in high resolution offset quality, on sturdy 14 pt. cardstock, with your choice of size, coating, pocket and business card slit options.

STICKER PRINTING

MAKE YOUR BRAND STICK

CUSTOM STICKERS

- Choose from any custom size
- Instant competitive pricing for most projects

VINYL STICKERS

- Individually cut or roll stickers
- Durable & waterproof
- Great for outdoor use

ROUND STICKERS

- Roll or individually cut round stickers
- Variety of materials available
- Add glossy coating for extra protection

OVAL STICKERS

- Roll or individually cut oval stickers
- Vinyl, textured or paper stickers

SQUARE STICKERS

- Roll or individually cut square stickers
- Vinyl, textured or paper stickers

RECTANGULAR STICKERS

- Choose from a wide selection of sizes
- Vinyl, textured or paper stickers
- Gloss or matte laminate

DIE-CUT STICKERS

- Custom sizes & shapes to fit your design
- Gloss or matte lamination options
- Printed on paper or vinyl stocks

CLEAR STICKERS

- Transparent material
- Tear-proof & waterproof
- Great for refrigerated products

BUMPER STICKERS

- White vinyl material
- 3 rounded corner options available
- Ready to ship in 3 business days

CUSTOM STICKER PRINTING

Our stickers can be printed in a range of styles and sizes. We have die-cut stickers available in square, round, oval, and rectangular shapes, in addition to custom options. Choose between paper, vinyl, textured and clear stocks.

We follow a rigorous quality checkpoint system throughout our printing process to ensure your stickers come out looking great.

STICKERS FOR BRANDING & FUN DÉCOR

Sticker printing is a fantastic way to build recognition and visibility for your company and your brand. Stickers are an affordable method of building your brand. Use them as labels on jars of food or packaging.

Stickers are popular with:
- Food & beverage companies
- Book & music shops
- Equipment manufacturers
- Sporting equipment stores
- Transportation services

TABLE TENTS

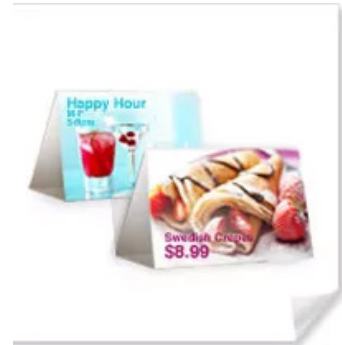## MARKET DIRECTLY TO YOUR TARGET AUDIENCE

4 X 6 VERTICAL TABLE TENTS

- Choose from any custom size
- Instant competitive pricing for most projects

5 X 5.5 VERTICAL TABLE TENTS

- Individually cut or roll stickers
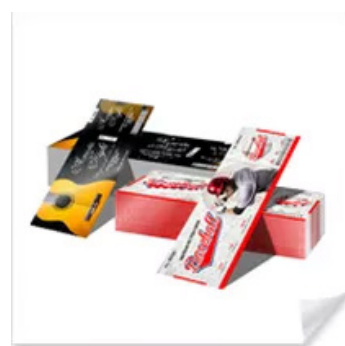- Durable & waterproof
- Great for outdoor use

7 X 5 HORIZONTAL TABLE TENTS

- Roll or individually cut round stickers
- Variety of materials available
- Add glossy coating for extra protection

TICKET PRINTING

UNIQUELY DESIGNED TICKETS GIVE YOU EVENT PIZZAZZ

SMALL TICKETS (1/8 PAGE)

- 2" x 5.5" finished size
- Numbering and perforation options add extra versatility
- Use one side or both for extra space for text and visuals

MEDIUM TICKETS (1/6 PAGE)

- 2.75" x 5.5" finished size
- Printed on 14pt ultra-thick cardstock or 100 lb. gloss cover
- Choose either glossy UV coating or matte finish

LARGE TICKETS (1/4 PAGE)

- 2.75" x 8.5" finished size
- Rounded Corners available (single or multiple)

WINDOW CLINGS / DECALS

HANG AN EYE-CATCHING PROMOTION IN ANY WINDOW

6 X 9 WINDOW CLINGS

- Make custom window clings with your full-color designs and slogans
- Perfect for custom sales messages, decorations, and store branding
- Clear or white vinyl that re-attaches and repositions with ease

24 X 36 WINDOW CLINGS

- Large-sized window clings for successful store promotions
- Perfect for custom sales messages, decorations, and store branding
- Adhesive-free for easy reattaching and repositioning

24 X 36 WINDOW CLINGS

- Large-sized window clings for successful store promotions
- Perfect for custom sales messages, decorations, and store branding
- Adhesive-free for easy reattaching and repositioning

EYE-CATCHING ADVERTISEMENTS FOR RETAIL STORES

Put your own message and graphics on a window cling for stunning shop window promotions. Seeing an impressive, full-color window cling brings customers into your store. Go big with our large-scale sizes and create high-impact custom window clings to promote your grand opening, sale, special product offer, or trade show stand.

Custom window clings are also perfect for seasonal offers and window decorations that are super-easy to peel-off and take down as needed.

Available in both clear and white vinyl, our window clings are made from a durable 8 mil thick material that can be easily transported to different locations and used again and again. Order them in a wide range of standard window cling sizes that include 3″x 4″, 6″x 9″, 9″x 12″, 12″x 18″, 12″x 24″, 16″x 20″, 18″x 24″, and 24″x 36″. Giant custom sizes are also available using our Instant Custom Calculator.

Please note, Window Cling is recommended for indoor use only.

Window Cling Printing Benefits

FEATURES

- Print full-color on one side
- Available in clear or white 8 mil durable vinyl
- Easy peel-off vinyl for temporary or portable window promotions
- Attaches to glass, acrylic, and other non-porous /smooth surfaces
- Sizes include: 3″x 4″, 6″x 9″, 9″x 12″, 12″x 18″, 12″x 24″, 16″x 20″, 18″x 24″, 24″x 36″
- Available in custom sizes from 52″ wide - use our Instant Custom Calculator to order

YARD SIGNS

ANNOUNCE IT TO THE NEIGHBORHOOD WITH A YARD SIGN

12 X 18 YARD SIGNS

- Print full-color yard signs for business and personal use
- Lightweight and weatherproof 4mm. corrugated material
- Optional h-wire stand available for easy assembly and lawn placement

12 X 24 YARD SIGNS

- Print full-color logos, designs, and political slogans
- Printed on weather-resistant 4mm corrugated plastic (coroplast)
- Optional h-wire stand available to put up and take-down

18 X 24 YARD SIGNS

- Make rental, marketing, and political slogans in single or full-color
- Printed on weatherproof 4mm corrugated plastic
- Optional h-wire

ADVERTISE BIG WITH YARD SIGNS

Put your own message and graphics on a window cling for stunning Whether you're renting a property, advertising your business or promoting a political candidate, you can quickly spread the word around the neighborhood with a yard sign. Easily affordable and simple to put up, yard signs are the perfect solution for making a personal statement or for advertising your business on street corners, work-sites, festivals, and outdoor events.

Standard lawn signs are available from aDigital Solutionsin 12"x18", 12"x 24" and 18"x 24". All our waterproof yard signs are made from sturdy 4mm corrugated plastic (coroplast) and available optional h-wire stands that easily slide into the corrugated flutes for quick assembly and take-down.

Yard signs are simple to order at aDigital Solutions ! It takes a matter of minutes to upload your full-color designs and purchase your yard signs. Plus, you can have them delivered in a super fast 3 day turnaround! Start yours today!
Lawn Signs – Features and Benefits:

FEATURES

- Print with your full-color logos, designs and messages
- Lightweight and weatherproof 4 mil corrugated plastic (coroplast)
- Optional h-wire stand for easy assembly and lawn attachment
- Available in standard 12"x18", 12"x 24" and 18"x 24" sizes

DOCUMENT SCANNING

SERVICE

DOCUMENT SCANNING WORKFLOW

aDigital Solutions has been performing document imaging and file conversion services since 2001. Our clients include Law Firms, Government Agencies, Hospitals, Doctor's Offices, Insurance Companies, Pharmacutacal, Manufacturing and services companies, and not-for-profit entities.

- We convert MILLIONS of paper records annually.
- AFFORDABLE scanning services starting at $.06 PER PAGE!
- RUSH JOBS - 24 Hour Turn-Around available.
- STANDARD File Types Supported (PDF, TIFF, JPG)
- Black and White, Color and Grayscale Scanning
- Interface with leading Records Management Software
- User Friendly Search and View Software at NO EXTRA COST.
- Pick Up and Delivery Services
- Secure Records Destruction Services
- WEB HOSTING Services

As an experienced solutions provider of records management systems and services, aDigital Solutions has developed a reputation for reliability and dependability in meeting short deadlines and providing top quality services to our clients throughout Florida. We have developed "best practice" workflow and quality control measures now prevalent in our industry.

PRICING CONSIDERATIONS

Document Imaging Services are priced on a per image basis. A 15" file box contains approximately 2,000 images costing $80 to convert. This price could be higher or lower depending on volume and complexity.

- Extensive Industry Experience (over a decade of service converting millions of images)
- High Volume Production Scanners (Fujitsu and Kodak Partners)
- Leading Software Technologies (Kodak and Ipro Software capture products)

WHAT'S INCLUDED IN OUR PRICE?

- Document Preparation: Staple Removal, Document Repair, Raised Notary Seals
- Record Conversion: 200-300 DPI scanning to TIFF or PDF format / Image Enhancement.
- Indexing: Best Practices and Industry Standards Utilized
- Review Services: 100% Verification of Image Quality, Indexing and File/Page counts.

SIMPLICITY!
Our invoices typically contain only three line items:
- Document Conversion
- Pick-Up / Redelivery
- CD-Rom / DVD Media discs

RECORD PICK-UP AND REDELIVERY
Our drivers pick up and deliver records statewide based on customer timelines. Pick-up and delivery schedules are typically flexible and forever changing based on client demands. For large conversion projects, we typically slate monthly or bi-weekly record pick-ups in batches of 50 – 100 boxes. Emergency pick-up or redeliveries are easily arranged.

Our cargo vans hold up to 135 boxes. We can provide boxes or containers for irregular documents and packing services.

- aDigital Solutions Vans Identified Through Appropriate Lettering
- aDigital Solutions Drivers Identified Through Company Uniform & Name Badge
- 3/4 Ton Cargo Vans
- Vans Equipped with Functioning and Inspected Fire Extinguisher
- Immediate Unload & Inventory Check at Point of Pick-Up and Re-Delivery
- Drivers with the Company for Five Years or More

TURN-AROUND TIME
Because we run three shifts of production, we offer expedited services usually at NO EXTRA COST. For larger projects, however, weekly, bi-weekly and monthly turnaround can be scheduled based on your project timelines. Our goal is to convert your records as quickly as possible so that you never without your hard copy assets.

Records Requests. We maintain a request email address that routes to six different employees. Most files are emailed to clients within minutes of a request. We offer this service at NO EXTRA COST. Regardless, we don't offer voicemail, but people resources instead. Our facility is open around the clock and customers can always speak to an aDigital Solutions employee without delay.

QUALITY CONTROL MEASURES
- 24 Hour Security
- 24 Hour Video Surveillance
- Fire and Smoke Detection Devices in Every Room
- City Fire Department Across the Street from our Facility – 2 Minute Deployment
- Three Shifts of Employees – Very Little Downtime
- 100% Employee Background Checks
- Drug Free Workplace
- HIPPA Training and Certification

TECHNICAL CONSIDERATIONS
FILE TYPES
Most records are converted to PDF or TIFF format while some engineering applications prefer a JPG file. File types may vary by industry and department, but the general industry trend is to convert to a standard PDF or searchable PDF file.

- Commercial, Medical and Legal Records (PDF)
- Government Records (TIFF)
- Engineering Records (JPG)

INDEX SCHEMES
Index schemes vary based on the current manual filing system, the electronic management document type standards and search requirements of end users. After a decade of records conversion experience, we can quickly define indexing schemes and folder structures conducive to your working and electronic environment. Files can be sorted numerically, alphabetically, by file name, file date or any field desired.

Index streams can be exported based on technical requirement of other systems so that your records easily import into existing Document Management Systems.

FILE NAMING CONSIDERATIONS
File names should be considered at project inception. A file name should never be repeated thus avoiding replication conflicts. Typical file names include a month and year reference along with a basic descriptor. We can determine file names based on our experience or accommodate specific naming conventions required by your technical staff or software.

SCANNING RESOLUTIONS
We offer scanning resolutions starting from 200 DPI (dots per inch) to 1,200 DPI. The industry standard is between 200 and 300. Historical records and those requiring detailed search capabilities will often be scanned at higher resolutions. Because higher resolutions lead to significantly larger file sizes, we typically project an estimate of total file size, by project, to ensure our customers have sufficient hard drive or network storage space. File retrieval times are also decreased by larger file sizes and should be considered at project inception.

BLACK & WHITE / BITONAL SCANNING
We operate high-speed production scanners with advanced optic systems. In tandem, we utilize leading capture software such as Kodak's Perfect Page and OpenText document imaging software products. Our goal is to provide our customers with the best image quality possible through our advanced technology.

COLOR & GRAYSCALE OPTIONS
We offer advanced color and grayscale scanning for detailed and critical documents.

Color Scanning - Photographs, Maps, Charts, Highlighted Documents, Permanent Records
Grayscale Scanning - Photographs, Aerial Maps, X-Rays and Certain Medical Records

OPTICAL CHARACTER RECOGNITION

We perform optical character recognition (OCR) at resolutions to provide the highest accuracy results possible. The end result is searchable PDF files enabling critical research in a fraction of the time required in a hard copy manual environment.

Why spend countless hours reading and researching hundreds or sometimes thousands of pages when OCR technology can streamline efforts by 80%.

DATA TRANSFER

We organize your converted records in a structure that optimizes your ability to quickly search, review and access critical files.

NO EXISTING RECORDS SOFTWARE:

If you don't have Records Management Software, we will provide one at NO EXTRA Cost. Every disc will have a small executable program that will enable users to search, view, fax, email, zoom-in, zoom-out, print and access thousands of records.
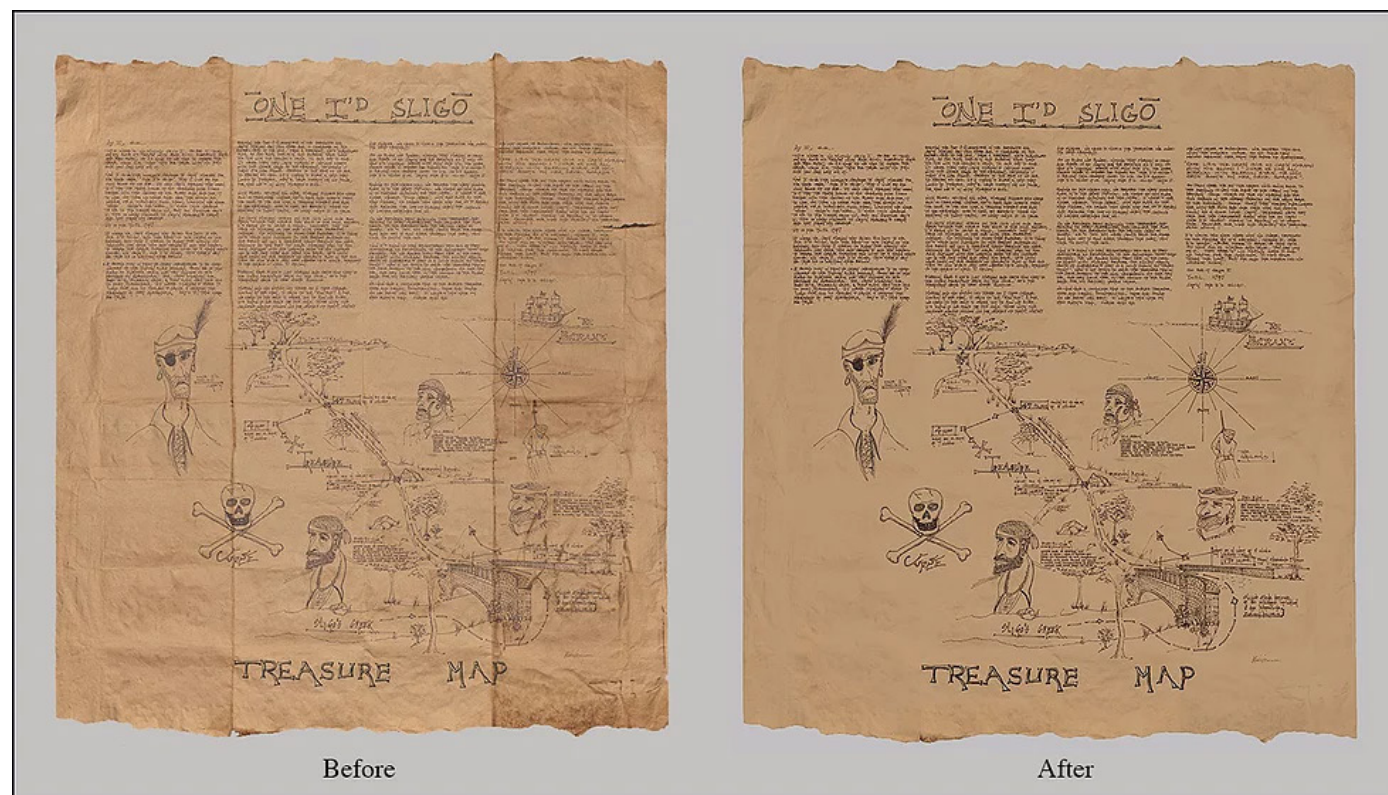
SELECTING RECORDS SOFTWARE:

If you are in the process of implementing or selecting a Records Management Software, we will provide your converted records in Flat File and Flat Folder format so they will easily import into any selected system. We can also provide critical guidance and pricing information regarding leading industry EDMS (Electronic Document Management Systems).

EXISTING EDMS:

We convert thousands to millions of records for both small and large enterprises and within many software applications. We work closely with client technical staff and leading software companies to insure the seamless import of converted files.

DIGITAL DOCUMENT RESTORATION

Before

After

When a document is delivered to our processing facilities for restoration it is copied using a high resolution scanning system. The original is immediately placed into archival storage to prevent any additional damage that may occur from exposure to light or air.

Then, using state-of-the-art computer equipment the digital copy undergoes the process of restoration.

First, the contrast and brightness are adjusted to bring them to the original quality of an undamaged original. Next, the image is inspected under close magnification to reveal the signs of even the minutest damage such as scratches, tears, ink spots and damage from the elements and time. The damaged parts are retouched using the latest and most precise techniques.
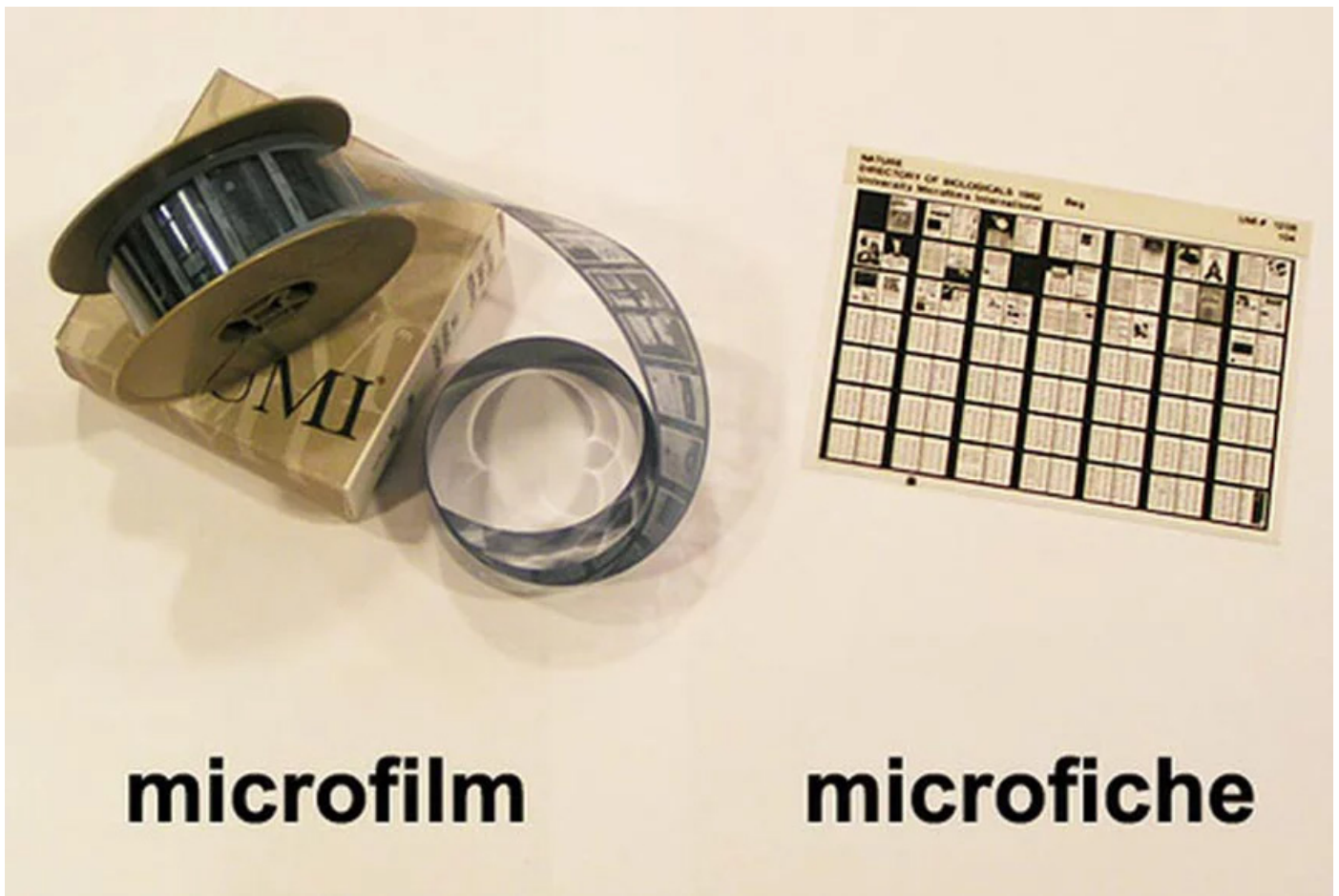
After all signs of damage have been eliminated the image is resized and cropped according to customer's specification and additional treatments such as colorization and text are applied.
Some of the many benefits of digital restoration include:

- Preserve documents and photographs on CD / DVD
- Restore valuable historical documents and photographs
- Remove unwanted elements from documents and photographs
- Archive and restore institutional records and documents

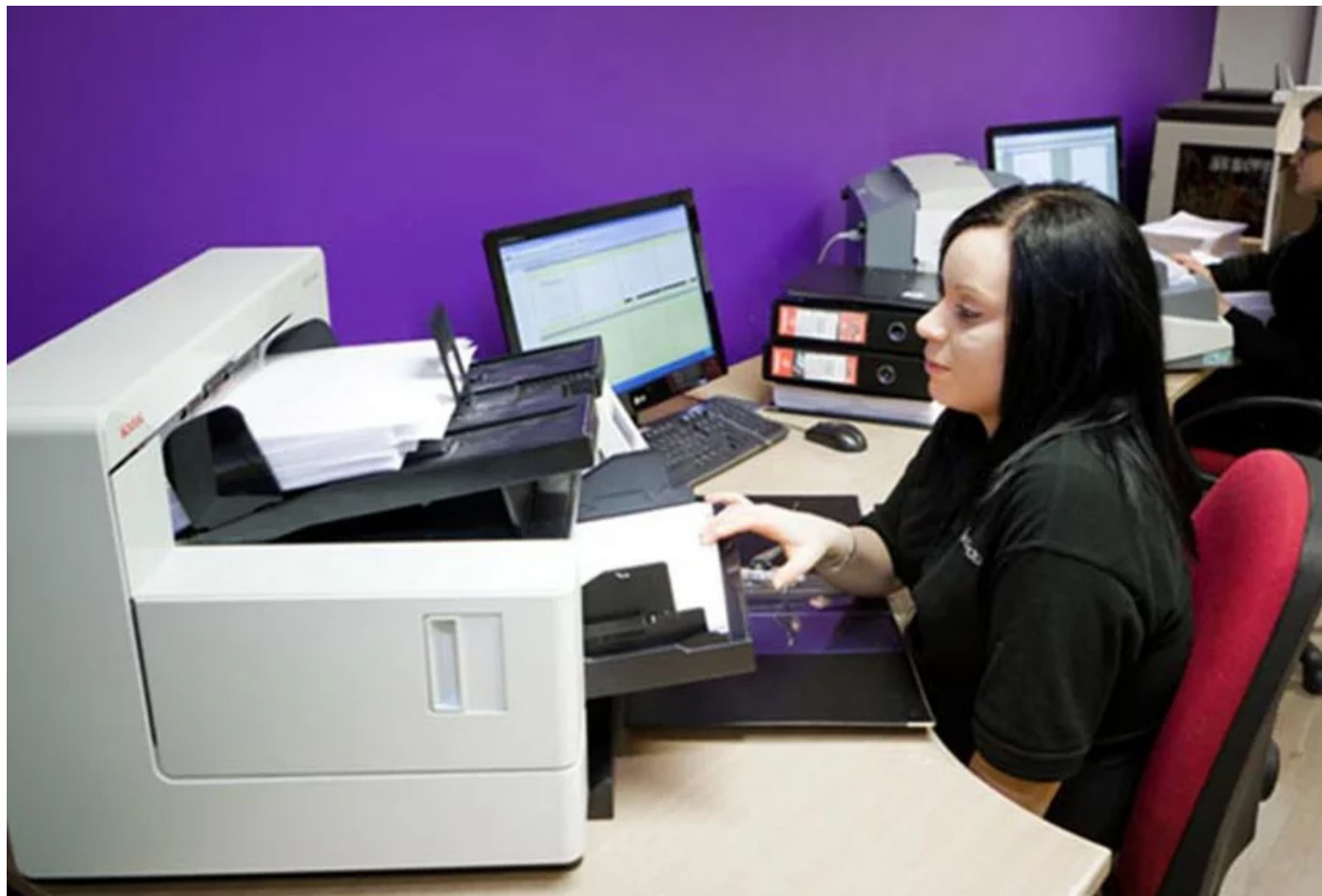# MICROFILM & MICROFICHE CONVERSION SERVICES

Whether you need to convert from microfilm or microfiche, aDigital Solutions is the answer for you. Our wide variety of microfilm and microfiche services makes us unique in the document conversion industry.

We have over 15 years' experience converting microfilm and our experienced staff has worked with all microfilm formats, including 16MM, 35 MM, and rotary film.

WHY CONVERT MICROFILM OR MICROFICHE DOCUMENTS TO DIGITAL?

- Quick and easy retrieval – No more wasting time searching through rolls to find the images you are looking for.

- Reduce Costs – Save money! No need to pay for climate control storage or maintenance of out dated technology.
- Easily share your data – Quickly access your images and share directly from your computer.
- Reduce security risks – Your electronic documents have the ability to be protected by passwords, user restrictions, as well as audit trails. Never worry again!
- No lost or damaged documents – Natural disaster? No problem. Your electronic documents have the ability to be backed up and easily restored.

ON-SITE DOCUMENT SCANNING

aDigital Solutions Scans On-site for Large Projects Nationwide – No One Does It Better, Faster & For Less

Our document scanning professionals are the best in the business. You will not find a higher quality, faster turnaround for the pricing we can offer.

We scan records onsite every day at client sites so your documents remain onsite, which is especially useful for pharmaceuticals, biotech, financial services, and law firms.
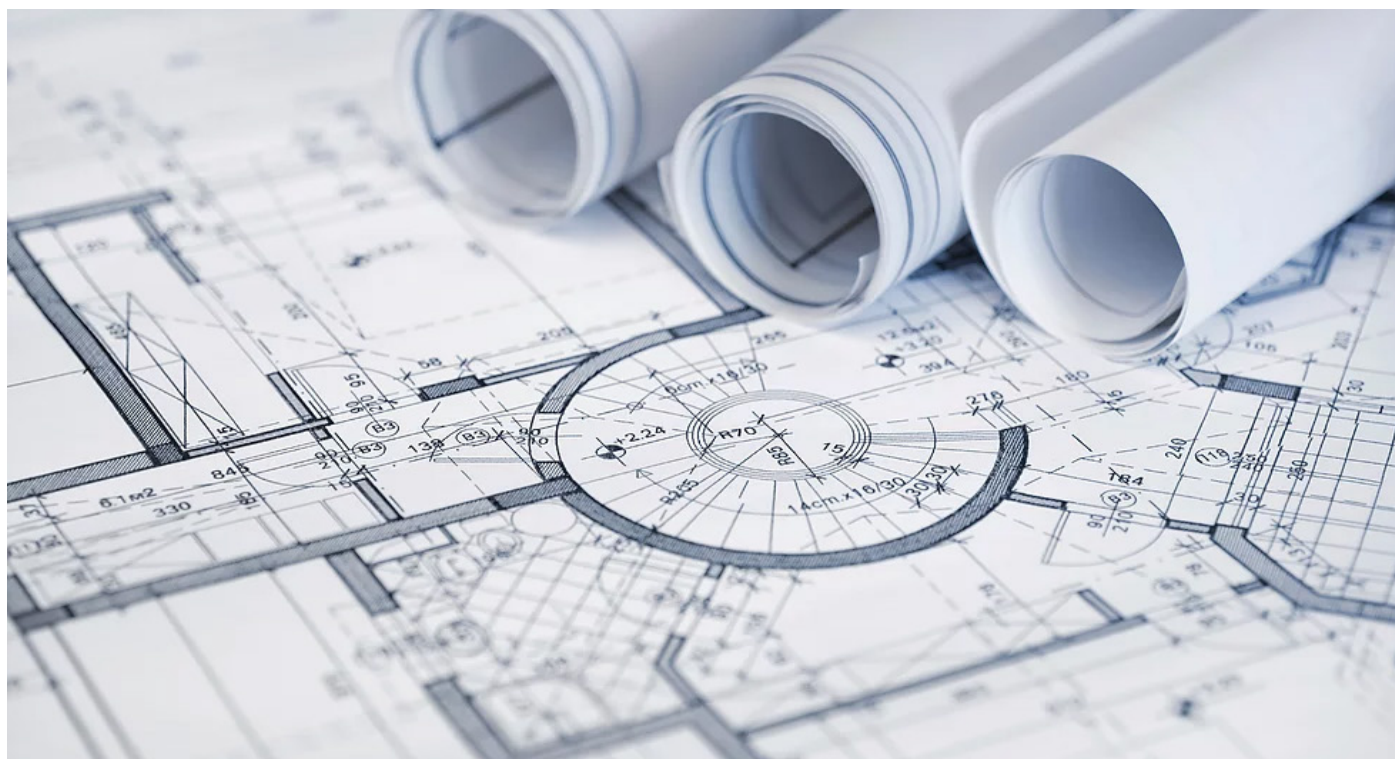
Your documents will be available for searching and retrieval while scanning is under way. We can also make scanned documents available in your document management software within one hour of the records arriving.

FINANCIAL BENEFITS OF ON-SITE DOCUMENT SCANNING

aDigital Solutions has the experience and expertise to protect your records and electronic document management systems integrity at a fraction of the cost if you scanned your own records. Our clients typically see a positive return on investment (ROI) in months instead of years, which means our services cost nothing to you.

LARGE FORMAT SCANNING

No one scans large and wide format documents better, faster and cheaper than aDigital Solutions – and 40% lower if you're scanning these documents internally today.

We offer extensive document scanning expertise with the following documents:

- Architectural, engineering and construction drawings and plans: from A to E size up to 54″ wide
- Maps and cartography used in geographic information systems (GIS)
- Photographs, banners, original artwork, and other oversized materials

We will also scan your documents on-site, if needed.

STUDENT RECORDS SCANNING

With over 20 years of experience, aDigital Solutions offers the most cost-effective student records scanning service for school districts, colleges and universities.

THE NEED FOR SCANNING STUDENT RECORDS

Student records represent one of the largest quantities of records that schools need to manage. Many of these files including transcripts are permanent records and must be kept forever, contain health information like inoculation records or are needed for compliance.

Student records that have been stored since the 1800s and create an ever growing inventory of boxes and filing cabinets.

Many schools have run out of room to store these records onsite and are now having to store them in costly offsite storage facilities. Using paper-based filing systems, your staff can waste hours or days looking for documents and, in some cases, they are never found!

Additionally, older records can deteriorate badly if they're stored in facilities without temperature or humidity controls. These storage facilities also rarely contain fire suppression systems to protect these records and almost no school we work with has a comprehensive disaster recovery plan in place to protect their records, putting them at great risk.

STUDENT RECORDS SCANNING SERVICE COMPONENTS

- Secure transportation pickup and delivery of all documents
- Scanning of your records on high speed top of the line document scanners
- Indexing your student records to ensure rapid retrieval
- Full quality control procedure to ensure that all images and indexes are captured accurately
- Electronic delivery of converted images
- Physical document destruction and destruction certificates if requested
- Physical document storage services

MEDICAL RECORDS SCANNING

Save time, save money, improve billing times and provide better patient care

aDigital Solutions provides a full range of medical records scanning services for hospitals, clinics, laboratories, and other medical facilities looking to reduce the time required to process their patient files. aDigital Solutions provides the highest quality and lowest cost document scanning and conversion both onsite at your location and at our service bureau.

Learn more about the benefits of medical records scanning and our process.

- Patient Charts
- Lab Results
- Fetal Monitoring Strips
- Prescriptions
- Billing Information
- Insurance Documents
- Physician Notes
- X-rays
- Any other type of paper or film record

HUMAN RESC. SCANNING

Human resource documents are special in their own right. The proper consideration needs to be given when planning out the scanning of hard copy records into electronic images. There are not many departments whose paperwork is regulated at some many levels and with so many rules.

At aDigital Solutions we work with you to ensure your records are accurately and securely scanned. The first part of the process involves us meeting with you and analyzing the Who, What, Where and Why. These answers drive us to create the How.

When we scan your records you will know that they will be completed accurately and efficiency. We can do the work either at your location or at our location. Either way the project will involves the usage of our high level scanners, best of breed software and operational procedures that of which at least 60% of the steps involve Quality Control review.

Resumes, applications, legal documents, federal and state tax information needs to be maintained within an employee file. Most states require keeping records after an employee leaves and most opt to keep the information indefinitely for legal reasons. So how do you handle employee records?

INVOICE SCANNING

Save time, money, and improve invoice processing times...

aDigital Solutions provides a full range of services for companies looking to reduce the time required to process their paper records. We provide high quality low cost document conversion and document scanning services to our clients.
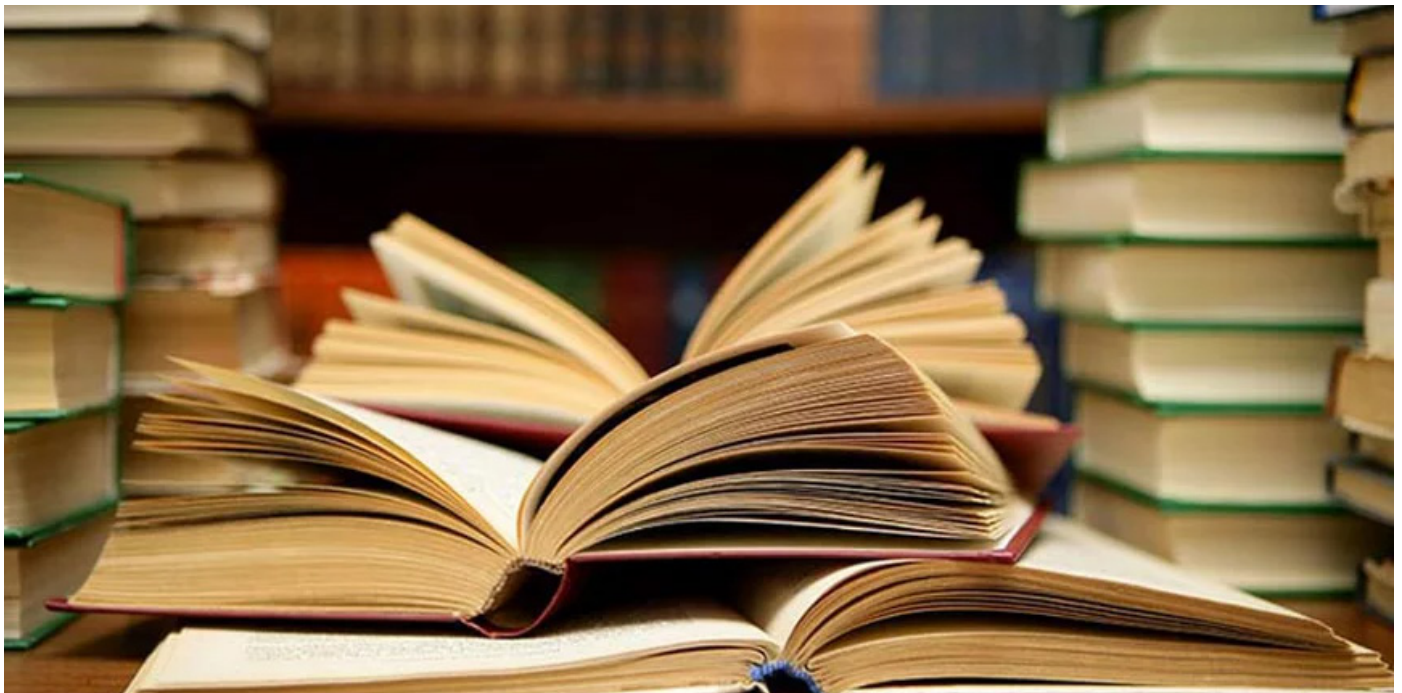
BENEFITS OF OUR INVOICE SCANNING SERVICES

Our invoice scanning services are one of the unique costs and time saving services that aDigital Solutions offers to our clients. The following are some additional benefits of document scanning in-sourcing:

- Improve Document Control – All Invoices go to a central processing center – No more lost invoices
- A central repository for all invoices simplifies the storage and retrieval of all invoices
- Invoices are now accessible by all AP staff simultaneously
- No more lost or misplaced invoices
- No need to manage a scanning and indexing staff
- Eliminates the need for expensive hardware and software
- Scanning and indexing done by a professional document conversion company
- No wasted labor and facility costs – You only pay for the work that is done, all billing based on the actual number of invoices processed

BOOK SCANNING

For the past 20 years, we've acquired extensive experience scanning all different types of bound books and related materials so that you can liberate information trapped between the covers.

We provide digital images in searchable PDFs or editable Word documents and can make them available in document management software or the cloud.

Combined with our time-tested book scanning process, we use cutting edge book scanning technology for the highest quality scanning with the fastest turnaround.

Have a lot of books? Learn more about our on-site scanning service.

BACK FILE SCANNING

aDigital Solutions can scan your records across the United States (and even beyond). We have been traveling to remote locations since 1999 and can scan records at your sites securely and cost effectively.

At the end of the day this is a simple project for you...

What you need to do – Show us the documents you need scanned and provide us space to scan the records
What aDigital Solutions does – Provides the scanners, workstations, software, processing team, management staff and detailed project management and operational experiences.

What you have at the end of the day are your records in electronic format and all of that building space available for you. In summary the project will increase your operational efficiency, control over your records, and save you money.

aDigital
Solutions