

# Document Scanning and Conversion Services

**Confidential - For Program Use Only**



DESCRIPTION	UOM	PRICING	DESCRIPTION
Deal Jackets	\$0.08/image	\$3.80	Includes prep, scanning, QA, and shredding
Repair Orders (RO's)	\$0.08/image	\$0.60	Includes prep, scanning, QA, and shredding
VIN RO Service Folders	\$0.08/image	\$2.50	Includes prep, scanning, QA, and shredding
Rental Agreements	\$0.08/image	\$0.50	Includes prep, scanning, QA, and shredding
Parts Tickets	\$0.08/image	\$0.20	Includes prep, scanning, QA, and shredding
Dealer Trades	\$0.08/image	\$2.50	Includes prep, scanning, QA, and shredding
Accounts Payables (per box) Transport/Prep/Scan	\$0.08/image	\$295.00	Includes prep, scanning, QA, and shredding
Credit Reports	\$0.08/image	\$0.25	Includes prep, scanning, QA, and shredding
Per Location Fee/Cloud Access	\$.10/doc per month	\$249.99	Includes unlimited data and users
Transportation (Client to Supplier)	Per Box	\$0.00	Included in per document pricing
Other Charges (explain):	Per Hour		

### Additional Items

Implementation and Training	Per Dealership	Waived Fee	Normally \$1000 per store
Audit Scorecard	Per Hour	\$249.99	Per quarter pricing
Engineering Services	Per Hour	\$125.00	
Data Transferred into Digital Storage	Per Record	\$0.05	Per Project Pricing Available
Data Transferred out of Digital Storage	Per Record	\$0.05	
Data Storage for transferred files	Per Gig Per Month	\$0.05	
Back-File Removal	Per Hour	\$25.00	For packing and picking up of totes
AP, HR, etc. Files	Per Image	\$0.02	per page price
Self-Scanning Customers	NO COST	\$499.99	Upload fees may apply
Tote storage	Per Box Per Month	No Charge	Storage for up to 6-months at no charge
Return documents in totes	Per Box	Shipping	Cost of shipping

### BUSINESS REQUIREMENTS

Will you hold pricing for 12 months	Yes
Average Turnaround time	10-15 business days
Documents Picked up and scanned off-site	Yes
Describe client prep required before documents can be scanned/saved	No prep required
2% 10 Days, Net 30 Early Payment Discount	Yes
Accept Credit Cards	No
Invoice upon completion or Monthly Summary Invoice	Invoiced monthly for completed work during that period
Single Sales Contact	Yes
Insurance – Will you provide a certificate of insurance upon request	Yes