



About the Millennia Group

Millennia Group is the leading document imaging and management service bureau focused on the needs of the commercial real estate, financial services and legal industries. Millennia Group was founded in 1996 to service the growing need to efficiently manage lease files, loan files, closing documents, equipment manuals, invoices, human resource records, and other critical paper documents. We have successfully converted millions of pages to digital format that are now easily accessible, always available and always organized.

In order to service our clients, we have invested in the latest high speed document scanning equipment and software including Fujitsu and Bell & Howell scanners, Kofax capture software and Cardiff forms processing software. In addition, we have developed processes and procedures that maximize the efficiency with which assignments are completed. Further, Millennia Group provides itself on being flexible, delivering images and index information in formats that fit your needs. Adobe's Portable Document Format (.pdf) with its image and text capabilities is our image format of choice, but we can also provide .tif images. We also field on-site assignments, when documents are too critical to leave the clients location. Lastly, Millennia Group prides itself on accuracy and promptness.

More than any other factor, Millennia Group has chosen to focus only on a few industries due to the special characteristics of the documents themselves and the needs of the end user. Scanning is just the beginning of the process and by no means the only factor. Documents need to be intelligently indexed so that retrieval is fast and certain. Our document identification specialists have years of experience so they understand the nuances of each assignment. Retrieval systems and index structures need to be well thought out and defined, which is why our experience and the experiences of our clients are so valuable to us and to you.

Representative List of Active Clients:

- Wal-Mart Stores
- Kimco Realty
- Cushman & Wakefield
- Sears Roebuck & Co.
- The Staubach Company
- iStar Financial
- Jones, Lang LaSalle
- The Related Companies
- Piper, Rudnick
- Sidley, Austin, Brown & Wood

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