

SERVICES

DIGITAL VOICE FILE TRANSCRIPTION
MICRO/MINI/STANDARD AUDIO TAPE
TRANSCRIPTION
SECURE/EASY INTERNET DATA TRANSFER



MEETING MINUTES

DISPATCHER 911 CALLS
INTERVIEWS (1:1 or group)
CRIMINAL CASE INTERVIEWS
POLICE REPORTS
CENSUS RECORDS
FOCUS GROUPS
MARKET RESEARCH AND SURVEYS
LECTURES/SPEECHES
VIDEO PRODUCTION TRANSCRIPTS
ADVISORY BOARD MEETINGS
POLICY FORUMS
STRATEGIC PLANNING SESSIONS
SYMPOSIUMS
BOARD MEETINGS
PRESENTATIONS
TELECONFERENCES
CORPORATE COMMUNICATIONS
POLICY & PROCEDURE MANUALS
BOOKS/MANUSCRIPTS
CASE STUDIES
SPECIAL PROJECTS
MISCELLANEOUS WORD PROCESSING
..AND MORE!

No job is too large or too small!



Put your organization on the leading edge...



40 Acorn Lane
Bristol, CT 06010-2578

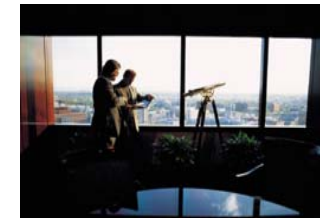
VISIT OUR WEB SITE:
www.transcriptionplus.net



Absolutely Accurate

TRANSCRIPTION for Government Agencies

The QUALITY, personalized solution
for your dictation requirements!



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Q: How Can You Substantially Trim Costs, Decrease Turn-Times & Enhance Work Flow...All Without Changing The Way You Work?

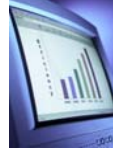
A: CREATE AN ALLIANCE WITH TRANSCRIPTION PLUS, LLC!



- ✚ TOLL-FREE DIGITAL DICTATION
- ✚ HANDHELD DIGITAL RECORDINGS
- ✚ EFFICIENT, TIMELY PROCESSING
- ✚ CONSISTENT, SUPERIOR QUALITY
- ✚ PROFICIENT, ACCOMPLISHED STAFF
- ✚ CONFIDENTIALITY – HIPAA COMPLIANT
- ✚ NO TRAINING REQUIRED
- ✚ TAILORED TO FIT YOUR EXACT REQUIREMENTS
- ✚ PERMANENT & TEMPORARY “ON CALL” SUPPORT...AVAILABLE 24/7/365
- ✚ REASONABLE RATES
- ✚ REDUCE/CONTROL OVERALL STAFFING COSTS
- ✚ ELIMINATE CAPITAL EXPENDITURES
- ✚ CONTROL OF FLUCTUATING WORK VOLUME
- ✚ NO ADDITIONAL EQUIPMENT REQUIRED
- ✚ ALL WORK PERFORMED IN USA



ENHANCE THE VALUE OF SPOKEN COMMUNICATION ...UTILIZE THE WRITTEN WORD



YOUR SATISFACTION: OUR GOAL



“Transcription Plus is a major asset for my company. Praxis is a market research firm, so accuracy is a top priority – Transcription Plus, LLC always pulls through. The staff is extremely proactive and responsive and they offer superior quality at reasonable prices and they always get the work done when they say they will. Transcription Plus is like having your own support staff in-house and I highly recommend them to any small or large business.”

*Adam Tomanelli
Praxis Research Partners, Monroe, CT*

“We use Transcription Plus for a variety of content, from lectures and conferences to transcribing video tapes and teleconferences. The turnaround is great; sometimes as short as 24 hours. Accuracy is better than other services we have used. If you’ve got an important job, go with these folks; you won’t be disappointed.”

*Michael Cohen
Cine-Med, Woodbury, CT*

“An excellent service, provided in a cost-effective and timely fashion. Transcription is extremely accurate and the privacy and confidentiality of my reporting has been maintained at all times. Overall performance has led to more than a 10% increase in my “on the road” marketing potential. I would seriously recommend Transcription Plus to any single-person office or small business with limited access to secretarial services.”

*Ian Wheaton, VP North America
Air Resources America, LLC - Texas*

**Our philosophy is simple...
TO EXCEED OUR CLIENTS’ EXPECTATIONS**

ABOUT TRANSCRIPTION PLUS

Transcription Plus, LLC was founded in 1989 to provide quality office support in a prompt, efficient manner to the professional community. Our focus on excellence allows us to offer articulate, unparalleled results.

Transcription Plus, LLC is designed with flexibility in mind, using adjustable staffing levels to meet your individual requirements and fluctuating activity.



**Women Owned Business
Certified by:
The State of Connecticut**

Please keep this card
for a convenient reference.