

## Document Preparation and Packing Services

The Federal Records Centers Program can take the hassle out of preparing, boxing, and shipping your records

### Advantages

- ✓ FRC Professionals help organize, document, and pack your records
- ✓ Saves time, money, and space
- ✓ Preparation of all required forms
- ✓ No obligation cost estimates
- ✓ Expert packing services
- ✓ Preparation of Boxed File Inventory
- ✓ Transportation to a Federal Records Center included
- ✓ No job is too big or small



**Contact your FRC Account Manager today!  
(301) 837-3076 or [FRC@NARA.gov](mailto:FRC@NARA.gov)**