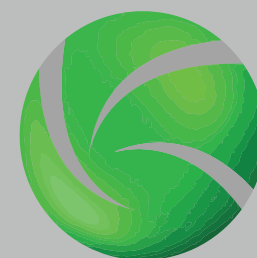




Winston Salem
163 South Stratford Road
Winston-Salem, NC 27103
336-725-2566
800-34-KELLY (53559)

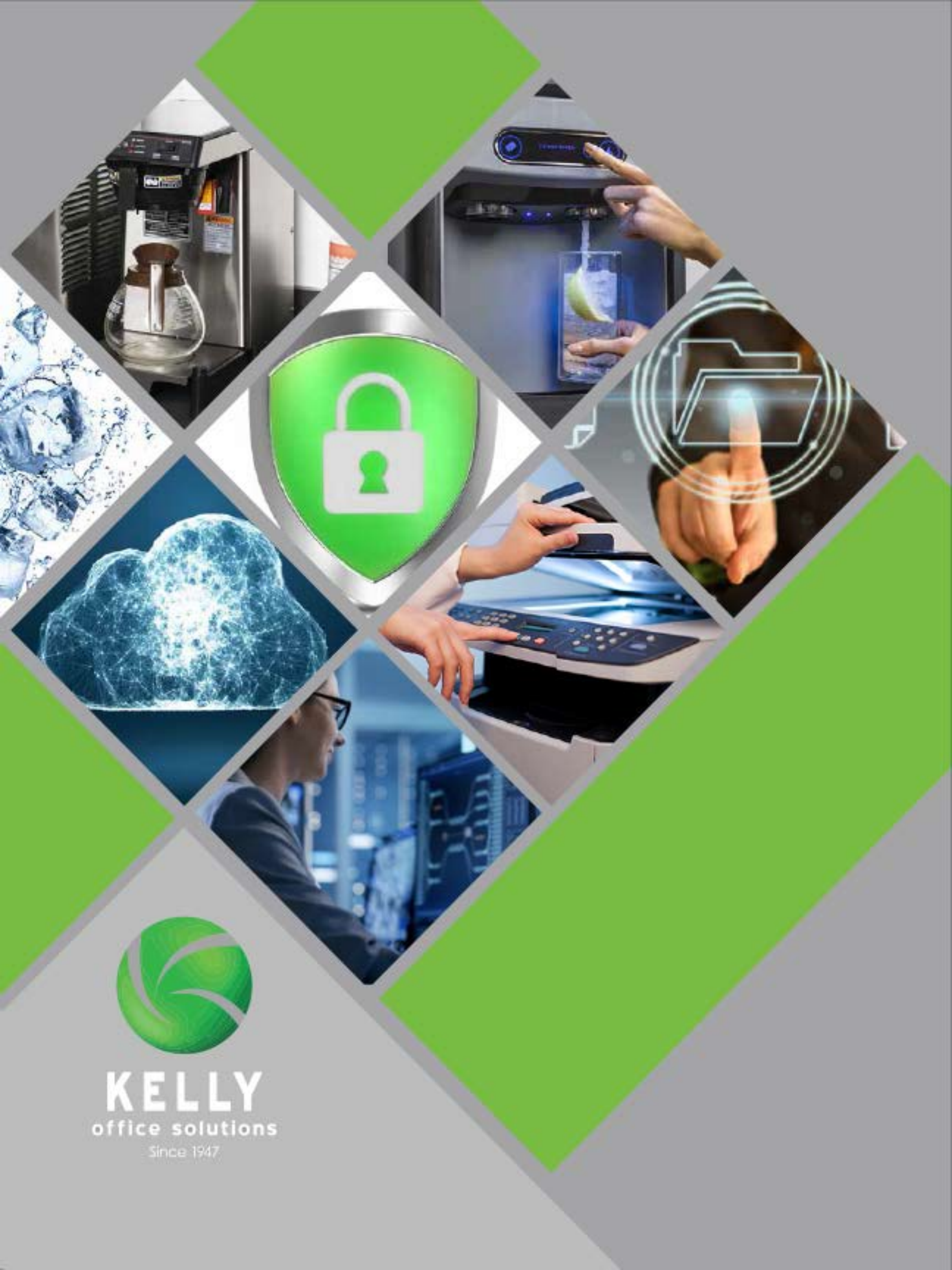
Greensboro
1040 E. Wendover Ave.
Greensboro, NC 27405
336-232-0399

Charlotte
4205-B Stuart Andrew Blvd.
Charlotte, NC 28217
704-588-6891



KELLY
office solutions
Since 1947

www.kellyofficesolutions.com



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Kelly Office Solutions

Based in Winston-Salem, North Carolina, Kelly Office Solutions is locally owned and operated, and has been servicing North Carolina businesses since 1947. From generation to generation, we have been there every step of the way. Our business has grown through our reputation for expertise, integrity, responsiveness, and state-of-the-art office systems technology and is now also offering service from our multiple North Carolina offices.

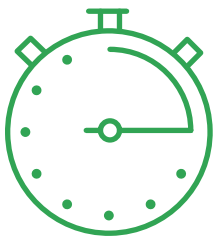
We help businesses get the most out of their digital imaging investments, from small black and white copiers to full-color production solutions. Moreover, we assist in complete IT services packages as well as document workflow solutions. Reach your fullest business potential with Kelly Office Solutions. Moving business forward since 1947!



Document Management Software Solutions

WHAT KELLY CAN DO FOR YOU WITH DOCUWARE

- Remove the paper monster and long approval processing by your AP Department.
- Capture all incoming vendor invoices and digitize every invoice with our Robotic Process Automation (RPA) solution: Intelligent Indexing.
- Provide a central, secure repository that retains all the data on every invoice for you to instantly search, retrieve and share.
- Leverage our fast, flexible pre-configured workflows for approval routing, or use straight-through processing to help expedite payments and keep your team on track. All aligned with your approval processes.



Save time by eliminating paper data entry?

Free staff from manually shuffling paper and double-entry typing. This time savings eliminates errors and allows them to focus on more productive tasks. Enjoy lower costs associated with less paper handling.



Save money by taking advantage of early pay discounts?

Processing invoices in a timely manner allows advantage of early payment discounts, avoid late fees and keep vendors happy. Strong vendor relationships improve price negotiations, delivery of goods, and possibly even further discounts.



Save headaches with quick approval responses, no more searching for vendor invoices and easier audits?

With automated digital processes in place, avoid duplicate or over-payments, fraudulent vendors and the risk of non-compliance. Key decision makers have total transparency to ensure business continuity.

Managed IT Services

DO THESE ISSUES PLAGUE YOUR BUSINESS?

- **Unreliable network?** Is yours perceived as a “necessary evil” and not as integral to improving business performance?
- **Downtime impact?** Are IT outages distracting your staff from their core focus, or prohibiting them from working efficiently and costing you money?
- **No IT accountability?** Are you frustrated by slow response, reactive issue resolution and lack of explanation around work performed on your network?
- **Unpredictable IT costs?** Do you struggle with finding space in the budget for IT expenses and pay bills you don’t completely understand?

PROGRAM ADVANTAGES

- **Increased productivity:** Continuous insight into your network lets us reduce the business impact of IT failure by shortening the time from network failure to issue resolution.
- **Reduced business impact from IT failures:** Combining preventative maintenance and remote monitoring means we minimize failures that could impact your business. Your network behaves in a stable and reliable manner.
- **Reduced network downtime through proactive maintenance:** Through regular, preventative maintenance activities designed to keep your network operating efficiently, we reduce the number of emergency incidents you encounter.

A TRUE IT PARTNERSHIP

An IT partner not provider. We understand why your critical business services are so important to your daily operations. This is why we spend so much time aligning our technology support with just such business services.

We’ve built a program focused on how we can increase profits and reduce risk with IT. We will provide proactive monitoring, management, support, and planning to ensure optimum uptime for your business and help you keep up with technology changes.

One of the major challenges in maintaining IT operations is ensuring reliability and trying to predict what will fail and when. We can build a plan to ensure reliability and predictability in your IT operations by gaining a full understanding of your current structure and outlining a plan to stabilize and standardize that includes a predictable budget.

This solution is so effective, our customers see almost immediate results. A regularly maintained network means fewer failures, yielding higher productivity and savings on support costs for you. At the same time, your exposure to security risks is dramatically lessened, and frustration from unstable IT resources almost vanishes. We allow our customers to focus on their core business functions by taking the worry out of owning a computer network.



Digital Forensics

IT forensic investigation is a core service that requires unique skills. With years of experience in digital forensics, we supplement your existing resources and help you collect, examine, maintain, and interpret evidence effectively and efficiently.

- **Digital forensics hands-on experience:** Our team comprises current and former law enforcement officers specializing in cyber operations. These analysts have numerous forensic certifications and have been recognized as computer forensics experts in state and federal courts.
- **Advanced data recovery collection and analysis tools and capabilities:** Our specialists have the know-how to recover voice, video, image, and other metadata from mobile devices, even if deleted by the user. We can also conduct social media research and archiving to assist with civil prosecution and legal cases.

OUR SERVICES INCLUDE:

Breach response analysis – Identifying indicators of compromise, incident timeline, network connection and user account information, malware, and vulnerability information.

Cellular and mobile device investigations – Capturing system images of mobile devices for forensic analysis, keyword and pattern searches, personally identifiable information (PII), or credit card data.

Employee misuse and misconduct investigations – Focusing on reviews of system users who have been accused of violating an organization's policies and acceptable use procedures.

Indicator of compromise (IOC) check – Evaluating your system for IOCs, including malware on disk or in memory.

RapidCheck – Checking for compromise and credit card exposure on point-of-sale (POS) terminals.

PRACTICE AREAS:

LITIGATION

Recovering information and finding the key evidence is only the beginning. The case must be prepared, depositions taken, and expert witness testimony provided.

INFORMATION SECURITY

Computer Forensics experts enhance the current security data generated by an organization and remotely watch for security anomalies that could require investigation.

LAW ENFORCEMENT SUPPORT

We are committed to assisting law enforcement agencies with electronic evidence processing and examination. Our Computer Forensics Examiners are all Former Law Enforcement Officers with training at the highest levels.

DISCOVERY

A growing trend in investigation and litigation support is "electronic discovery." More information is retained on a computer than most people realize.

Coffee, Ice & Water

LET KELLY OFFICE SOLUTIONS QUENCH YOUR THIRST!

No matter if your office has twenty employees or two hundred Kelly Office Solutions has you covered for pure water, ice, and exceptional coffee.



COFFEE

Whether coffee is your brew or hot tea is your passion Kelly Office Solutions has you covered in both departments with K-Cup as well as ground coffee offerings. We've partnered with Barrie House Coffee, which has been brewing since 1934, Ellis Coffee established in 1854, Eldorado Coffee established in 1980, and with Harney & Sons Master Teas, blending since 1983. Both of these companies have a true passion for each of their respected products and Kelly Office Solutions is ecstatic to have the opportunity to work with them.

We have an offering of brewing systems with Bunn to handle larger offices with the ability to brew into Thermal carafes or Bean to Cup giving you the full barista experience. If your office is small to medium size we have the CX-Touch Pod Pack single brew or (K-Cup) capabilities.



ICE

Whether you're looking for flake, nugget, crushed, or any other type of ice Kelly Office solutions has it all thanks to the amazing machines from:



These machines come in a lot of different sizes to fit your needs ranging from 50 lbs. counter-tops to 4000 lbs. a day. No matter the size of your company we have what you need.



With our Follett line of high-quality solutions for ice, you will never have to worry about water or ice safety again when it comes to our frozen product.

Our ice variety spans from cubed all the way down to flake ice.



WATER

Our water systems are top of the line with an 80 Gallon per day reverse osmosis filtration system which removes contaminants including Total Dissolved Solids (TDS). Leaving you with pure drinking water that is free of dirt, chemicals, metals, etc. ATS-Auto Tank Sanitation which eliminates microbiological contamination and does away with the tedious and often overlooked task of sanitizing the holding tank. State of the art pure water technology.



COPIERS & PRINTERS

Copiers & Printers

KOS COPIERS & PRINTERS

Kelly Office Solutions can handle any job you have ahead of you in the Greensboro, Winston Salem, and Charlotte areas. We provide all customers with solutions that best fit their office by integrating the unsurpassed technology and support to keep your office running smoothly and efficiently. Our support team won't let you down and are always ready in case of an emergency.

Here at Kelly Office Solutions our technicians are efficient with troubleshooting skills on all of our equipment and can help you out with those easy fixes that can get you back up and running in no time keeping you focused on more critical tasks. Having a seasoned staff and process from the initial sell all the way to install helps keep all of our customers with little to no downtime.

Whether you're looking for hardware or software, Kelly Office Solutions has you covered in all areas no matter the size of your business. We're partnered with superior manufacturers to better provide our customers with the best products, exceptional system engineers to implement and support the networking and telecom system that works best for you.

savin[®]



brother
at your side

KOS MANAGED PRINT SERVICES PROVIDED

Print Assessment & Discovery, Monitoring & Reporting, and Leasing & Rental Options

With Kelly Office Solutions' Print Services, you don't ever have to worry about running out of toner. Your office printers can be wired up to talk to each other from across the room, or across the country. They can talk to us too. Your copier or printer can tell us when it has a problem and we'll be there right away to fix it.

We can't promise that your machines will never go down – that would be some sort of technical sorcery that would amaze even our printer geeks. We can promise, however, that downtimes will be less frequent, and if they do happen, they'll be fixed more quickly than ever before.

KOS PRODUCTION PRINT SERVICES

Kelly Office Solutions provides a range of solutions for those in need of production print. We offer everything from wide format, envelope printing, and offline finishing capabilities to ensure every job is perfect. Our PRO series is the swiss army knife for all your color needs. Our equipment is entirely customizable so that you get exactly what you need!

National Services

The world is truly becoming a smaller place. Multi-site and multi-state organizations are becoming a more common reality. If you find yourself in this situation, know that Kelly Office Solutions' National Services Network (NSN) will support you and deliver our full range of services to almost anywhere in the United States. Support every office like it's your "main" office, by giving your staff the tools and support resources necessary to maximize their contribution to your bottom line.

WHEREVER YOU NEED US

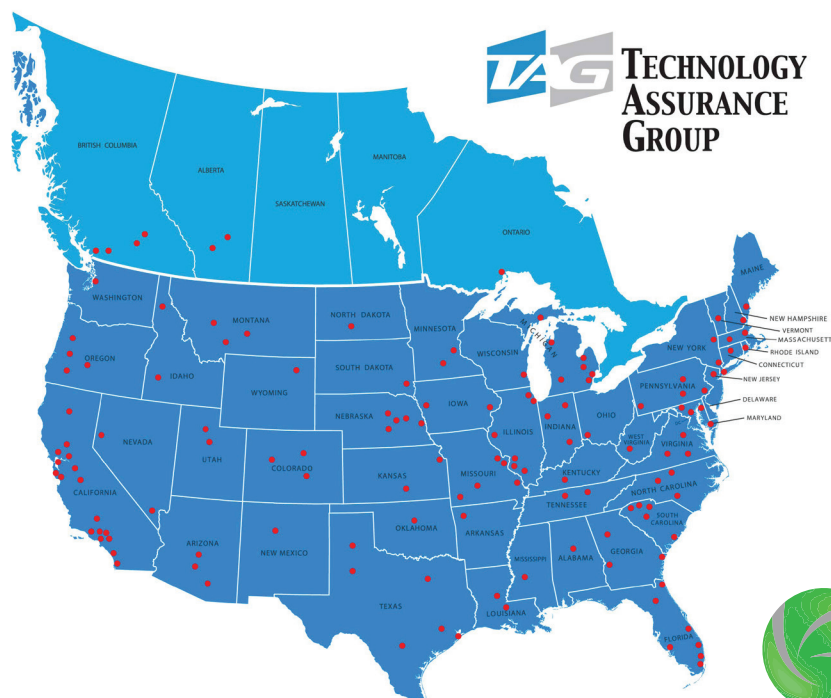
Through our membership with Technology Assurance Group (TAG), an association of managed technology services providers (MTSPs) serving more than 130 marketplaces across the United States and Canada, Kelly Office Solutions truly has the ability to deliver a national support solution.

As a premier member of TAG, Kelly Office Solutions is now positioned as the leader in managed technology services, providing advanced solutions to the marketplace. To become a TAG Member, we met rigorous annual qualifications through required company and employee training programs. This unique relationship enables us to adopt cutting edge best business practices, deliver innovative programs, and partner with elite technology manufacturers and application service providers. As a result of this exclusive membership, Kelly Office Solutions is the most competitive company in the industry.

We have a greater capacity to increase our customers' profitability, enhance employee productivity, and provide sustainable competitive advantages. To learn more about TAG, please visit www.tagnational.com.

WHENEVER YOU NEED US

Kelly Office Solutions will be there when you need us. Whether it's an implementation we're planning together weeks or months in advance, or an emergency service ticket in the most remote part of the United States, you can count on us to honor our commitments. We even give you the ability to monitor the status of each project or service request via our web-based Client Portal, where you can enter, track, and review the status of service tickets at any point in time.



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