

# DID YOU KNOW?

# CONTACT US

# EON Group International

Information Management  
Web Development & Publishing  
Information Technology  
Records Management  
Legal Compliance

Office workers waste up to two hours a day looking for misplaced paperwork.

State of Tennessee, USA

The average cost of recreating a lost or misplaced document is \$180.

*Information Week*

Corporations and employees can be fined and imprisoned up to 20 years for unlawful destruction of documents.

18 U.S.C. § 1519

Improved records management saved a university \$667,882 in a single year.



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Visit us at: [www.eongroupinternational.com](http://www.eongroupinternational.com)

Your business is constantly creating, receiving, using and sharing information. How well are you managing this information?

Find out how we can help.

## INFORMATION TECHNOLOGY PROCUREMENT



- ◆ Assess current information technology and operating environment
- ◆ Provide technology recommendations based on client requirements
- ◆ Develop specifications based on the client's needs and budget
- ◆ Assist with equipment procurement
- ◆ Provide implementation and training assistance

### What We Do

We help businesses manage information in all formats: paper, email, web, e-documents, etc.

We build and maintain websites for businesses, towns and governments.

If it has to do with information, we can help your business do a better job and save money.

## INFORMATION MANAGEMENT & LEGAL COMPLIANCE



- ◆ Assess existing records & information management system
- ◆ Identify applicable record-keeping laws and regulations
- ◆ Recommend/develop policies, procedures and tools to improve the system
- ◆ Implement a cost effective and legally compliant system
- ◆ Train personnel to maintain system

### Who We Are

Head office in Washington, DC. Serving clients worldwide. Minority owned. Top professionals.

Affiliated with 3 businesses, each specializing in specific areas of information management.

## WEBSITE DEVELOPMENT & MANAGEMENT



- ◆ Professional website design, development and publishing
- ◆ Website maintenance & management
- ◆ Sample websites pictured above. See more at [eonwebservices.com](http://eonwebservices.com).

### Our Businesses

**RIM Legal**  
[rimlegal.com](http://rimlegal.com)

Information management and Legal Compliance

**EON Web Services**  
[eonwebservices.com](http://eonwebservices.com)

Website development and management

**EON Mobile Mart**  
[eonmobilemart.com](http://eonmobilemart.com)

Information technology procurement