

“We could not speak more highly of our switch to OfficeTeam File & Data, we would highly recommend OfficeTeam to any future customer”.

Purchasing Assistant Connells

“OfficeTeam File & Data offer excellent Account Management”.

Procurement Manager BRITANNIA



To find out more ask your Office Team representative or call Team Archive on XXXXXXX.



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Looking for a reliable and competitive Archive Storage service?



Why not use a company you know you can trust?

Team Archive is the new service from OfficeTeam, providing small to medium sized business a competitively priced Archive Storage solution.



Management Team,
File & Data

Providing you with a single source solution

OfficeTeam are one of the very few office products and services companies with a national Archive Storage capability. This brings important benefits for our customers such as, receiving a single monthly invoice for all office products and archive storage, lower costs, less administration, and a reduced carbon footprint.

We offer 7 strategically situated archive centres and an integrated nationwide delivery fleet currently servicing over 20,000 businesses.

Experienced Specialists

With an unrivalled experience in supplying over 20,000 businesses with office products and services, we already have extensive knowledge of the records management industry, working with blue chip companies since 1997.

With investment in 7 strategically situated archive centres and with an integrated nationwide delivery fleet capability, we can now bring the benefits of our Records Management Service to all of our customers* from the very smallest to the largest.

* Not presently available in Scotland or North East of England



The complete solution from Team Archive



- Office products and archive storage - from the same company
- Competitive prices
- Nationwide service
- Next day pick up and retrieval
- Reliable and secure service
- Expert advice and help from our dedicated Records Management Team



Although simple in concept, Team Archive is a fully fledged Archive Storage service comparable with the very best available. For instance our systems provide programmed retention periods, notifying you when the end of your files storage time is reached through to confidential paper destruction.

Save costs whilst helping
the environment



Peace of mind

OfficeTeam use intelligent records management software systems which ensure all deliveries are barcoded and tracked, providing your business with 100% accuracy when an item is moved, high levels of security and complete peace of mind.

By using OfficeTeam for both your Office Products and Archive Storage, you will not only save time and money...

It also benefits the environment too. In most areas we will be delivering on our own vans* hence you will receive your archive boxes and have your files picked up and returned on the same vans that deliver your office products -saving a van run every time you use OfficeTeam for both services.

*In some areas we use approved carriers, check with account manager for details



George Smith,
File & Data

