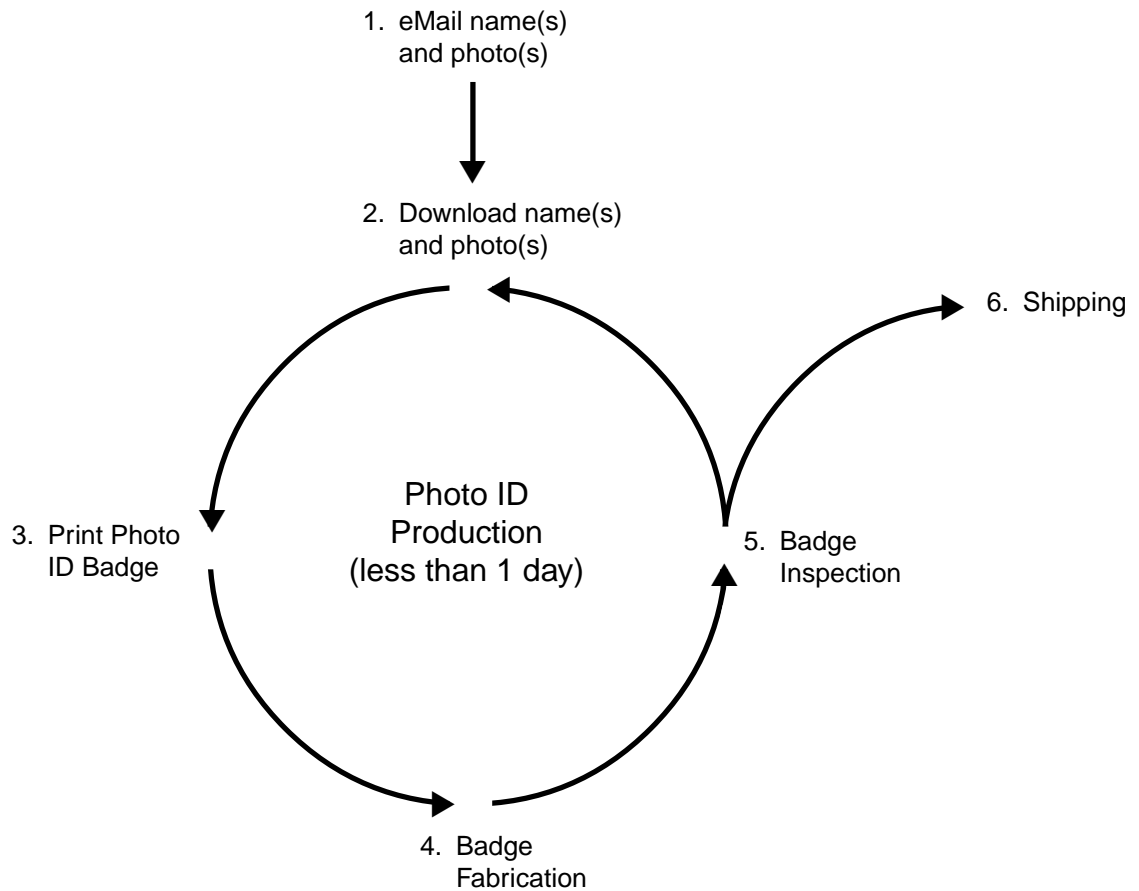


Toronto Stamp's Photo ID service was designed with the security of your personnel data foremost in mind.

1. Personnel names and photos are typically transmitted to Toronto Stamp via eMail
2. The names and photos are downloaded from our proprietary eMail System to our password-protected computer system and the eMails immediately deleted
3. Names and Photos are inserted in your custom template and Photo ID Badges are printed
4. The Photo ID Badges are fabricated (i.e. trimmed, slotted, etc.)
5. The Photo ID Badges are inspected:  
If OK - the Photo ID Badge(s) layouts including name(s) and photo(s) are deleted from our computer system and the badges are forwarded to shipping  
If not OK - The defective Photo ID Badge is destroyed and another Photo ID Badge is printed/fabricated/inspected
6. Photo ID Badges are shipped



- Summary:
- Your Photo ID data is stored behind our firewall protected computer system for less than one day
  - Access to your password-protected data during the production cycle is restricted to either our Production Manager or Graphics Manager
  - Toronto Stamp does not retain any of your Photo ID data beyond the one day production cycle
  - Any replacement Photo ID Badges will require you to re-send the name(s) and photo(s)