

Pride in what we do.

Located in the historic McFarlin Building, Litgistix has been serving the Tulsa legal and business community since 1980. Formally “The Copy Shop,” originally offered copying, printing, and binding services. Our company rebranded as Litgistix in 2010, which better represents who we are now and how our services and solutions have expanded.

In our 30th year, we are a local and family-owned business which has evolved to offer complete litigation and business services. Our facility and equipment combined with our tenured staff enables us to provide the quality of work that is the secret to our long-term success.

A premium is always placed on accuracy and confidentiality. We take great pride in what we do, ensuring our work meets our customers’ expectations and their time-sensitive deadlines.



Services & solutions to help your business succeed.

- ◆ B&W & Color Copying
- ◆ Offset Printing & Design
- ◆ Litigation Support
- ◆ Scanning
- ◆ E-Discovery & Digital Forensics
- ◆ Oversize/Large Format printing, scanning & mounting
- ◆ Digital Output Production
- ◆ Binding & Finishing
- ◆ Custom Index Tabs
- ◆ Video Services
- ◆ Multimedia– Audio/CD/DVD Duplication & Conversion
- ◆ Trial & Paralegal Support



The Copy Shop
Since 1980



Litgistix
Rebranded 2010

LITGISTIX

Business Solutions



*“Business & litigation printing and
imaging solutions since 1980.”*

LITGISTIX LLC

5 East 5th Street
Tulsa, OK 74103

The Historic McFarlin Building

918-585-5875

www.litgistix.com

orders@litgistix.com

Copying & Binding

Copying

- ◆ High volume legal, corporate & oil/well file copying
- ◆ Black & White and Color copies
- ◆ Digital Output Production & Design
- ◆ Variety of paper stocks available
- ◆ Reductions / Enlargements
- ◆ Volume discounts



Oversize/Wide Format

- ◆ Copy & scan documents up to 42" wide to any length
- ◆ Printing on Tyvek or canvas for banners & signs
- ◆ Photos, trial exhibits, maps, engineering drawings
- ◆ Copy/Scan well logs & heart monitor strips
- ◆ Dry mounts on sturdy foamboard for court room demonstratives and presentations
- ◆ Assistance with graphic layouts



Binding & Finishing

- ◆ Coil, Spiral, Comb, Velo, Acco and fast back binding
- ◆ Binders, notebooks, pengads, all types of folders
- ◆ Cutting, folding, scoring, stapling, padding & collation
- ◆ Lamination up to 37" in width

Custom Index Tabs

- ◆ In-house index tab equipment and production
- ◆ High quality laminated tabs in a variety of colors
- ◆ Numbered, Alpha and Custom tabs for any project
- ◆ Bulk tab orders with same or next day delivery

Offset Printing

- ◆ High quality color offset printing
- ◆ Business cards, letterhead, envelopes, business forms, invitations, notepads, mailing labels, flyers, folders
- ◆ In-house raised thermo printing
- ◆ Typesetting & graphic design

LITGISTIX

Business Solutions

Scanning & Imaging

- ◆ High volume production scanning facility
- ◆ B&W, Color & Oversize document scans
- ◆ TIFF, PDF, or JPEG scanning and file conversions
- ◆ Electronic Bates numbering, endorsing, watermarks
- ◆ Redaction and annotations
- ◆ OCR conversion for searchable or editable text
- ◆ Document Index/Coding
- ◆ Digital blowback printing with custom printed slip sheets available
- ◆ Load files into popular database and litigation software
- ◆ State-of-the-art LAW PreDiscovery scanning software

Canon



Electronic Discovery

- ◆ Full electronic processing and conversion capabilities
- ◆ E-Discovery project management & consulting
- ◆ Forensics collections & analysis with strategic partners
- ◆ Early Case Assessment tools
- ◆ Data analysis and project cost estimation
- ◆ Culling, De-duping, Filtering tools to reduce data sets
- ◆ Native file processing and conversions
- ◆ Email extraction with attachments and metadata
- ◆ Document review and production strategies & options
- ◆ Web-based online document review tool
- ◆ CLE training and presentations available



Litigation Support

- ◆ Specialized litigation copying and scanning
- ◆ E-Discovery consulting and processing
- ◆ Certified paralegals on staff
- ◆ Trial preparation and presentations
- ◆ Deposition digesting and issue coding
- ◆ Document review and database coding
- ◆ Exhibit/litigation notebook preparation
- ◆ Personalized on-site software training & support
- ◆ Trial Graphics and exhibit boards

Video & Multimedia

Video Services

- ◆ Certified legal videographer (CDVS, CVDS,CCVS)
- ◆ Deposition and trial video service
- ◆ Video deposition text synchronization
- ◆ Mediation, day-in-the-life documentaries
- ◆ Signing ceremonies, construction draw videos
- ◆ Free DepoView software
- ◆ Video clips & exports to trial presentation software

Multimedia-Audio/CD/DVD

- ◆ Bulk or single CD/DVD & hard-drive duplication
- ◆ VHS and all audio tape duplication and conversions
- ◆ Video and audio file editing and clip creation
- ◆ Audio/Video file digitizing to CD or DVD formats
- ◆ Convenient conference room and projector rental

