



## NEWSLETTER

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### RELEVANT CASE STUDIES:

[How Steinhafels Automated 100+ Employment Forms](#)

[G&J Pepsi Stays Focused on People and Quality Products by Centralizing Accounting](#)

[PERI Scaffolding Speeds Invoice Processing With Laserfiche](#)

### READY FOR A PAPERLESS OFFICE?

With the implementation of a Laserfiche document management solution, we can help you usher your office along the digital transformation continuum!

Increasingly, companies are beset with the task of managing physical document storage taking up space in banker’s boxes, file cabinets, office storerooms, and even 3rd parties. Not only is this document storage system inefficient, it is also very costly with the actual downtime experienced within your workplace searching for and retrieving documents. Not only does this manual process have inherent costs, but there are oftentimes real costs associated with storing documents offsite. Let us help you reclaim that office/warehouse space – and employee time - by converting your paper files to secure documents that can be automatically indexed, organized, and readily searchable.

### ADDED BENEFITS OF A PAPERLESS OFFICE:

- Convert to an all-digital forms process complete with workflows routing notifications and tasks to the proper departments or people
- Real-time Records Management capability with reporting to manage disposition guidelines and schedules
- Integrate Laserfiche document management software to ensure seamless connection to ERP, HRIS, Accounting, or similar systems
- Eliminates redundant databases; there would no longer be a need to drop and drag information or to manually input text that is otherwise searchable and automatically populated.
- Drastically improve document security; DoD 5015.2 certified

**Our solutions are applicable across all critical functions like HR, AP, Contracting, Travel Requests, and Expense Approval.**



**Laserfiche®**

Run Smarter®

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