



9 Benefits of an Automated Mailroom



How would better access to mail and email help your company?

Has work from home (WFH) exposed challenges in how you're processing important information that comes in the mail? Handling your own email and mail can be expensive! Try working with a mailroom outsourcer. They'll convert paper mail to digital files, combine it with email, and index it all for easy retrieval. They can even push messages into automated processes so everything reaches employees regardless of where they're working. Still unsure if a digital mailroom is for you? Consider these benefits.



1 Enable Completely Remote Teams

You can access your information from anywhere at anytime, so no one has to come back to the office to process mail.



2 Boost Extraction Accuracy

Digital mailroom providers use information capture technology that can accurately extract data.



3 Tighten Your Information Security

Managing your information digitally makes it more difficult for outsiders to access.



4 Improve Compliance

Converting to a digital mailroom enables you to protect information with extensive security features for compliance with all kinds of regulations.



5 Save Money

Converting to a digital mailroom makes managing information drastically cheaper for organizations.



6 Enable Access to Information

Digital mailroom providers index your information any way you want, making finding information as simple as a keyword search.



7 Manage Multiple Mail Types

Digital mailrooms can efficiently manage your physical and email all in one.



8 Increase Process Efficiency

Digital mailroom systems provide instant access to information, helping you get data where you need it, when you need it.



9 Empower Your Staff

Digital mailrooms help your staff process faster, more accurately, and better than ever.

Getting Started with Digital Mailroom is Easy!

Do you think a digital mailroom system is right for your business?
Contact us to start reaping the benefits today.

BEGIN

Visit www.microrecord.com or call 410.238.7438 to easily set up your digital mailroom today.

