FMS
Insights you can count on™

Document Imaging

Effortlessly access and manage documents securely with our comprehensive document imaging

Enhanced Security
Protects sensitive accounting and payroll information, ensuring better data confidentiality and integrity.

Immediate Accessibility
Instant access to documents speeds up retrieval and processing, enhancing workflow efficiency.

Disaster Recovery
Digital backups safeguard critical financial documents against loss from disasters or accidents.

Cost Reduction
Significantly lowers expenses related to printing, storing, and managing physical documents.

Improved Efficiency
Streamlines accounting and payroll processes, reducing time and effort spent on manual document handling.

Easily Digitize:

- Invoices
- Payroll
- Employee Docs
- General Ledger Docs
- AR Statements
- Contracts

What is document imaging?
Document imaging uses a PC-based scanner to digitalize your paper invoices, payroll, employees' documents, contracts, general ledger documents, and AR statements and turns them into an image. These images are then attached to a transaction for retrieval at a future date.

Costs savings that add up
- Research Time
- Storage Time
- Storage Space
- Mobility
- Financial Audit Costs
- Ease of Auditing AP and Reviewing Invoices

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