

OUTPUT CAPTURE

THE SIMPLE SOLUTION TO SEND BUSINESS DOCUMENTS BY EMAIL

Did you realise that it costs your business around 96p every time you send out a letter? Think about it – the cost of the paper, ink, envelope, stamp, employee time...

When you consider that the average small or medium-sized business will post around 250 invoices, 250 statements and 250 remittances per month, that's over £700! And over a year, that 1p stamp price increase could really add up.

It's costing businesses money just to get their customers to pay them. Not to mention the amount of employee time tied up with filling envelopes.

When you post invoices, there is also a risk of them getting lost or delayed. And when invoices are delayed, so is payment.

You could save hundreds of pounds and improve speed and efficiency simply by sending your documents by email.

So, what is the alternative?

YourDMS Output Capture

YourDMS Output Capture solution's dynamic and flexible software allow users to instantly and easily

merge information from business applications and automatically send out documents such as invoices, statements or letters from any system to multiple email addresses, as PDF files.

The YourDMS Output Capture solution writes an email for you using a template you've designed and personalised for sender and recipient, complete with your company branding and messages. It supports HTML and plain text email, allowing you to send out emails that look exactly as you want them to.

Your documents are stored electronically saving manual filing time and filing errors. This allows several people to find and access documents simultaneously. And back ups can be created automatically and copied to secure location.

The YourDMS Output Capture solution saves time and eliminates errors, reduces costs and saves you money, and gives you complete

control and visibility of what documents have been sent to a customer, when they were sent and if they were successfully delivered.

It works with all major accounting systems including Sage, Pegasus, Opera, Sun Accounts, SAP B1, NAV and many more. And it works with any applications that print, such as Microsoft Office.

The average ROI of the Output Capture solution is 6 months.

» FIND OUT MORE WITH OUR WEB DEMONSTRATION

If you would like more information about how Output Capture can save your business time and money, why not participate in our **Output Capture Web Demonstration** and see the benefits for yourself!

To register your interest email beverly.wright@yourdms.net or call us on **01285 810606**.