

How we have helped our customers



INVOICES

Scan invoices for easy on-line processing in a predefined workflow.

"We have moved all our accounts paperwork onto the system scanning things like supplier invoices and receipts."

Marina

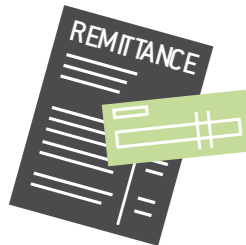


SALES LEADS AND ORDERS

Faster opening, distribution and processing of sales opportunities helps build revenue.

"Potential customers who received a query within the first hour were seven times more likely to convert than calling just one hour later."

salesforce.com



CHEQUES AND REMITTANCES

Improve cashflow by automating envelope opening and processing cheques digitally.

"The entire process per cheque from opening to validation takes about 50% of the previous time."

Neopost case study



CUSTOMER COMMUNICATIONS AND COMPLAINTS

Responding quickly builds customer satisfaction and loyalty.

"As a result of using the three IM-75's, we can process our incoming mail 33% faster. This increase in process speed benefitted our business substantially in both cost and time savings and the quality of service we provide to our customers."

Homeserve

Find out more about incoming mail

☎ 0800 731 1334 @ sales@neopost.co.uk 🌐 www.neopost.co.uk/incoming-mail-overview

Open scan process

Smarter ways to **PROCESS** incoming mail, emails and parcels



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We are ISO 9001, ISO 14001 and OHSAS 18001 certified and Neopost offers you the highest process, quality, safety and environmental standards.



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From IN-TRAY to on-screen in minutes

Neopost solutions can manage incoming mail in a seamless process from opening to distribution, processing and storage:

- Improve productivity
- Maximise sales opportunities
- Build customer satisfaction with quicker response
- Speed up internal communications
- Cut document storage costs
- Improve management of processes and reporting



NEOTRAK TOUCH

Keep track of important items

Our software tracks important packages or documents from delivery at your premises through to arrival at the intended recipient:

- Monitor the location and signatures
- Minimise losses and delays
- Alert recipient
- Avoid need for manual recording
- Produce reports



DIGITAL MAILROOM

Efficiently manage high value emails

- Scan and capture emails such as invoices or orders
- Extract key data for rapid distribution and on line processing
- Store digital copies with appropriate meta tags in a web-based repository
- Automate routing of mail items in business workflows

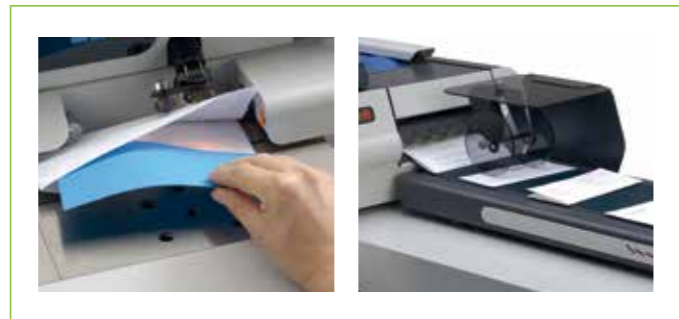


LETTER OPENERS

Open envelopes quickly

Neopost letter openers range from desktop machines to sophisticated production mail equipment with extraction and empty envelope detection:

- Open up to 650 envelopes per minute
- Handle mixed mail
- No damage to content



"We trialled the letter opening machine for a week and managed to reduce the time taken to open the post by nearly half."

Brethertons Solicitors

ELECTRONIC DOCUMENT MANAGEMENT

Digitise documents to save time and storage space

Scan documents to digital files for quick distribution, on-line processing, archiving and easy retrieval:

- Cut expensive storage space
- Save time locating documents using the search facility
- Process documents and invoices in a predefined workflow via multiple terminals
- Easy filing by category or date
- Choice of solutions from small businesses up to enterprise

"All you need to do is tap a few keys to retrieve a document without even leaving the desk. Increased document availability coupled with reduced handling and storage has saved a lot of time."

Mill Auto Supplies

