

PITNEY BOWES
DOCUMENT
PROCESSING
SOLUTIONS

BEST SITE STRATEGY

FOR DOCUMENT PROCESSING SOLUTIONS,
ONE SIZE DOES NOT FIT ALL.



PITNEY BOWES DOCUMENT
SOLUTION CENTERS OFFER THE
FOLLOWING SERVICES:

- > Document Prep
- > Batch Assembly
- > Document Scanning
- > Data Capture and Document Indexing
- > Post-production management of documents
- > CD/DVD Duplication
- > Litigation Imaging
- > Project Management
- > File Conversions (JPEG, PDF, TIFF, etc.)
- > OCR
- > Indexing domestic
- > Indexing offshore
- > Web Hosting

On-site, near-site, off-site and off-shore — Pitney Bowes Document Processing Solutions Best Site strategy gives you the flexibility to balance both on and off-site capabilities. You can take advantage of specialty services without investing in extra equipment, or adjust staff and capabilities to reflect business change. And, you can be confident that your document processes are being monitored and managed by experts.

Pitney Bowes Document Processing Solutions has a network of regional, national and worldwide processing

sites to service multiple geographic needs. Our Document Solutions Centers are located in major U.S. markets, including a 35,000 square foot national processing center in Grand Rapids, Michigan. So, our reach is local, regional and national.

Our approach is to focus on your business needs. Depending on your objectives, the solution may be simple to sophisticated, on-site, off-site, or offshore. The Pitney Bowes Document Processing Solutions Best Site offering gives you the right resource in the right location for your needs.

PITNEY BOWES DOCUMENT SOLUTIONS CENTERS PROCESS DOCUMENTS FOR LEADING FINANCIAL INSTITUTION



One of the world's largest financial institutions wanted to access and organize their documents and put them into a standardized digital format for either litigation support work, regulatory compliance, or use in day-to-day business. With both litigation and regulatory compliance concerns, the financial institution needed to produce documents on very short notice for presentation to the court or to auditors representing a particular government agency. They began talking to Pitney Bowes when it was looking to upgrade its efficiency and responsiveness.

Obviously, banking involves a vast number of documents in all types of paper and digital formats. On top of that, government regulations require that banks handle all customer information with the utmost security. For example, any shipping of documents must be performed by the bank itself in bonded vehicles with two drivers per vehicle, so that papers are never left unattended.

The Pitney Bowes solution involved a collaborative implementation of our Best Site Strategy. The financial institution awarded Pitney Bowes the business because of the national coverage, the legal expertise, and the track record for digital and physical security. Most importantly, Pitney Bowes was able to deliver the improved security and efficiency the bank was looking for through a Best Site strategy.

Basically, the customer needed a vendor with secure processing sites that were near each of the bank facilities where documents are kept. That way, documents could be processed in several locations simultaneously with minimal transportation. They also required the ability to handle multiple types of hard copy and electronic files. Deliveries needed to be synchronized across multiple sites, each with a wide range of services and the ability to process large volumes on short notice.

Pitney Bowes was able to process the multitude of documents involved that were in boxes, folders, binders, bound books, and were in color, oversized, undersized, on onion skin, etc – all within the required timeframes. The customer has been extremely satisfied with how multiple Pitney Bowes sites are able to work together on high profile documents in many locations. The customer's ultimate endorsement of Pitney Bowes is the growing volume of work that is part of this program.