

Lexmark contract scanning solutions – minimize handling and maximize productivity



Managing legal contracts in a large corporation can be extremely challenging and time-consuming. The difficulty of managing contracts is magnified when the company has remote offices. New contracts must be securely transmitted and stored between locations, and the contracts must be easily retrievable by both facilities.

In spite of efforts to streamline the process, most companies still spend a tremendous amount of time developing and finalizing contracts. Contracts quickly become complex when trying to keep all concerned parties up to date with version control of the information. Much of the process is still handled manually.

Typically there are several steps involved in the creation, management, and delivery of contracts. It can take days from the time an initial contract is written until the final contract is signed and delivered to the appropriate parties.

This time-consuming process can lead to scheduling, production and purchasing delays, as well as customer satisfaction issues, excessive paper handling, and off-site storage costs.

Contract with Lexmark for faster delivery.

Lexmark offers a way to shrink the contract development and execution process from days to minutes, saving the company time and money. With Lexmark multifunction printers and our Lexmark Document Solutions Suite, contracts can be delivered electronically to the appropriate parties in seconds, increasing the ease of storage and retrieval.

Total time from signature to final contract delivery can be reduced to less than an hour. With the Lexmark contract scanning solution, benefits include more accurate contract execution, heightened accuracy, greater customer satisfaction and less paper to manage and store.

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Let's compare:

A laborious process bogged down by document delivery with tons of paper?

OR

A timely process that creates faster, more accurate contracts and makes your process more systematic and exact?

Let Lexmark uncomplicate the contract process to benefit your business.

Uncomplicate your contract process: Shrink execution from days to minutes.

EXISTING PROCESS

9 painful steps: up to 9 days

- 1   New contract drawn up and printed
10 min.
- 2   New contract mailed or faxed to customer
10 min.
- 3   Customer signs, faxes or mails back
10 min.
- 4   Company signs final, makes copies of new contract
5 min.
- 5   Company sends hardcopy signed contract to customer
2 days
- 6   Company files one copy locally
5 min.
- 7   Mailing required copies to headquarters
2 days
- 8   Mailroom receiving, sorting, and delivering
1 day
- 9   Contract entered into system
15 min.

LEXMARK SOLUTION

4 easy steps: less than 1 hour

- 1   New contract created, sent digitally to customer
10 min.
- 2   Customer prints and signs new contract
10 min.
- 3   Customer scans signed copy back to sales office
10 min.
- 4   Sales office signs contract and scans final copy
10 min.

POSITIVE BUSINESS IMPACT

- More accurate contract execution
- Tighter scheduling control
- More on-time shipping
- Higher revenue
- Greater customer satisfaction
- Less Paper