What Does Going ‘Paperless’ Really Mean?

In the days of going green, everyone wants to go paperless, but what does that really mean for your business? Does it mean simply scanning and shredding your existing documents?

There is much more to going paperless than getting rid of paper. We have found this out countless times interviewing clients who want to go paperless. It’s not just about scanning and shredding existing documents; it’s about streamlining processes and becoming more efficient with paper.

Sure, we would all like to have a completely paperless office with every vendor sending their invoices electronically and all payments processed electronically, but it’s not realistic. However, we can be smarter about reducing the creation of new paper and becoming more efficient in handling existing paper.

For example, a local business has a corporate office with several regional offices. Currently, the regional offices are all receiving their own invoices and then mailing them to corporate when they are ready to pay. Many times, we’ve heard stories where the invoice gets misplaced, someone never approved it, or it was never sent to corporate, and now the vendor is calling corporate asking why they haven’t been paid.

TrinDocs can improve these inefficient processes and help you streamline the handling of paper.

Contact us today to find out how!