MERCURY
DIGITAL MAIL
SOLUTION

Digitize Your Mailroom With The Millennium Group

- **Reduce Costs** - Reduce both delivery and secondary costs (e.g. filing, forwarding, copying)
- **Capture Data** - Capture information at the point of entry: the mailroom
- **Improve Workflow** - Act as a front end to image management and other workflow systems
- **Increase Accessibility** - Make mail accessible from anywhere
- **Help Meet Regulatory Requirements** - Provide a permanent record of mail, track mail movement, and create a searchable database

Mercury Digital Mail Eliminates...

- Physically sorting and delivering mail
- Picking up and delivering Interoffice mail
- Sending mail by courier to employees working remotely
- Physical filing time and floor space occupied by filing cabinets
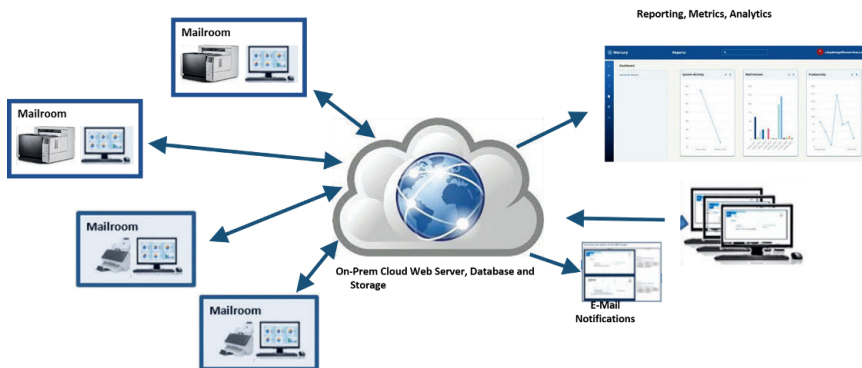- Departmental scanning operations

Mercury Mail Inbound Mail Optimization

- Delivery optimization and security
- Accountability and tracking
- Less than 2% error processing rate of readable USPS mail
- Work process rules determine the "right" recipient
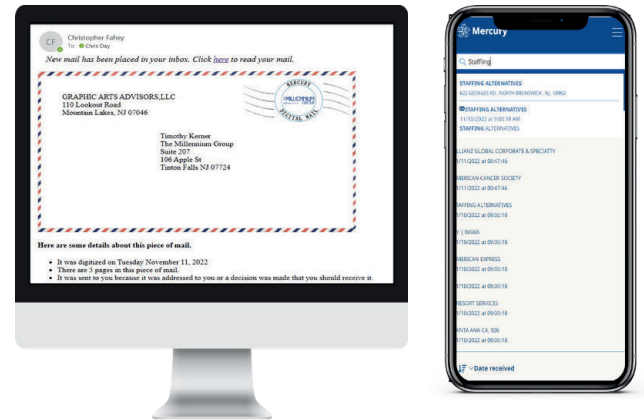- Compliance departments can keep an eye on important mail

Providing Digital Mail Solutions to Help Business Transform Their Mail

View your postal mail online anywhere. Never open an enveloppe; we scan your postal mail. The Millennium Group's fully managed Digital Mail solution for remotely handling your postal mail!

Digital Mail Infrastructure

What Recipients See

Digital Mail Optimization

Improve Document Management

Enable clients to share documents in an easy & efficient manner thus increasing productivity. No excessive email storage.
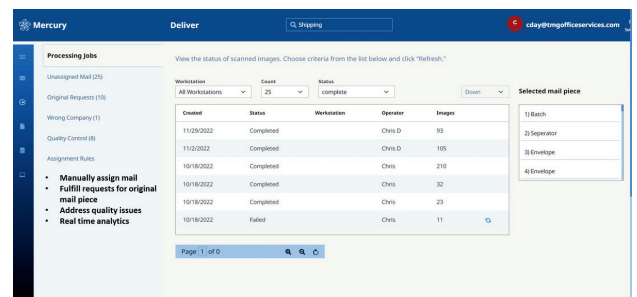
Improve Data Management

Memorialize all hard copy documents within an organization to establish data analytics. All documents are fully searchable.

Employees Can Work From Anywhere

Create a "Work From Anywhere" environment that eliminates the need to retrieve or ship documents.

Admin Control Panel

Robust Reporting, Metrics, Analytics, Custom Reporting Available

Contact Us

(888) 703-7030   www.TMGOfficeServices.com