

Doc-link makes audits a breeze!

Doc-link has been shown to greatly reduce the downtime and inconvenience of audits. Utilizing *doc-link* document management software, auditors can drill down to specific transactions and review backup documents and detail...all from the desktop!

Customer Testimonial

Bill Brown
Executive Vice President
Altec
23422 Mill Creek Drive, Suite 225
Laguna Hills, CA 92653

Dear Bill:

I just wanted to let you know that we recently "sailed" through a Colorado Department of Revenue audit for payroll withholding taxes and sales and use taxes - thanks to the imaging system!

Our audit period encompassed the dates from September 1, 1994 through August 31, 1997. During the course of the audit, the auditor "reviewed" over 500 documents in the imaging system. She was amazed at the speed and versatility that the system offered. If she needed a group of invoices by date range, that was readily available. If she was looking for a document for a specific customer - we had that, too! When it came to checking for "use" taxes remitted, being able to retrieve by general ledger number was invaluable.

To make a long story short, when she requested documents prior to January 1, 1996 (the date our imaging system went on line), I directed her to the warehouse storage area where all the documents were boxed, labeled and *sbrink wrapped*. She took one look and made the comment: "Those invoices aren't filed by date, are they?" I replied, "No, they're alphabetical by customer." She responded, "Never mind. I think I have enough data available to complete by "random" sampling without looking at those hard copies - and she left the storage boxes untouched!

She was able to complete her audit in record time (40 hours LESS than the auditor spent on our previous state tax audit several years ago - when we were a much smaller company.) That in itself conserved a lot of my time normally spent searching and answering auditor's questions. Furthermore, she found "NO EXCEPTIONS". (That made me happy!) Her parting comment was, "Well, it was nice working with you, but I'm sure it will be a long time before we come back again." That really didn't hurt my feelings, either!

In summary, the imaging system really made the audit go much smoother - because the auditors' questions could be answered quickly and precisely. And, although she had access to virtually ALL documentation, she didn't have to waste her time fumbling through thousands of documents to find the specific ones she was looking for. It was a "time saver" for all concerned.

Thanks,

Ginny

Virginia Self,
Administrative Manager

doc-link
increases
productivity for
the life of a
document

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