

FileBound software provides a powerful, flexible tool for comprehensive management of processes from start to finish.

- Full document management solution
- Electronic e-forms
- Configurable on-line workflows
- Elimination of duplicate handlings and data transposition errors
- Removal of paper touch points
- Scalability
- Integrates with and complements your ERP system
- Unlimited user access

### Tenant Information Form



Form Type		Tenant Type	
<input checked="" type="radio"/> Set-up	<input type="radio"/> Change	<input type="radio"/> Vacate	<input type="radio"/> Assignment
<input type="radio"/> Renewal	<input type="radio"/> Other	<input checked="" type="radio"/> Office	<input type="radio"/> Industrial
<input type="radio"/> Retail			
Property : <input type="text" value="Pengilly House"/>	Date: <input type="text" value="01.01.2010"/>		

Via e-form and workflow functionality FileBound can be configured to replace your manual Tenancy Information Form (TIF) procedure which currently can cause lengthy processing delays. FileBound will allow you to enter key terms and conditions required for lease setup and have the 'proposed' lease electronically approved via flexible workflow rules before integration of data into your ERP system.



### FileBound Delivery Options



#### FileBound On-Site

In-House Document Management  
Premise based solution licensed for unlimited or concurrent users.



#### FileBound On-Demand

Hosted Document Management  
Complete Document Management without the up front capital requirements.



#### FileBound Express

Instant Document Management  
Easy to implement plug and play network appliance.