



The Virtual Company

The Challenge

SlimSoft Solutions Inc., a developer of manufacturing solutions with offices in Canada and Costa Rica, prides itself on the benefits of its distributed-services model and the efficiencies of its employees being able to do most of their work remotely.

Because SlimSoft executives and staff travel the world for their consulting work with manufacturers, it was difficult for them to stay connected to their home offices.

As a result, SlimSoft attempted to create a “virtual office” using email, online banking, and a VoIP phone system. Yet the company was still burdened by paper documents. Important communications from government officials and checks from customers would arrive at the beginning of extended trips and employees would not have an opportunity to read and manage these mailed items until they returned.

For an organization that stresses efficiency, it was unacceptable to be missing out on important correspondence, such as a few weeks of interest income or the myriad of other opportunities and requests that arrive by mail.

The Solution

The company’s postal-mail problem was solved by Earth Class Mail, the leader in digital mail management. With an Earth Class Mail account, instead of being delivered to the company’s two offices and employees’ homes, SlimSoft’s company mail is sent to an Earth Class Mail’s processing

facility, where it is sorted, scanned, and delivered online.

The images of scanned envelopes are uploaded to SlimSoft employees’ online accounts and an email message is sent to these employees alerting them that they have received mail.

They then log on to the secure account website, view the envelope of each mail item and decide whether to have Earth Class Mail recycle or shred it, forward it, or open and scan it so they can read the contents. Now important documents are available to be viewed, downloaded, stored, and managed from anywhere there is internet access, whether SlimSoft employees are in Vancouver, B.C.; Costa Rica; or anywhere else in the world.



The Results

SlimSoft has found Earth Class Mail to be invaluable – it’s powerful enough to be fully integrated in the business process, but flexible enough for all employees to use and understand. Implementing online document management for all employees – giving them the ability to access postal mail from anywhere just as they do email and voicemail – has further streamlined this globally distributed virtual company.

The Virtual Company *continued*

“This mail management service has allowed us to completely close the loop on our nomadic lives,” said Andrew Waycott, SlimSoft Solutions’ CEO. “Running a business like ours, where we have consultants around the world and small offices in two different countries, we face some serious logistical problems, most of which we solved early on. Dealing with paper mail was a lingering

nuisance, so implementing Earth Class Mail was the ideal solution.

“There are the obvious efficiencies and productivity gains, and then there are the hidden benefits of not having a check sit for weeks or not missing a proposal because we were out of the office. It’s simply changed the way we do business and we wouldn’t think of giving it up.”

Visit www.EarthClassMail.com or call 1-866-625-6245 to learn more or to sign-up now!



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