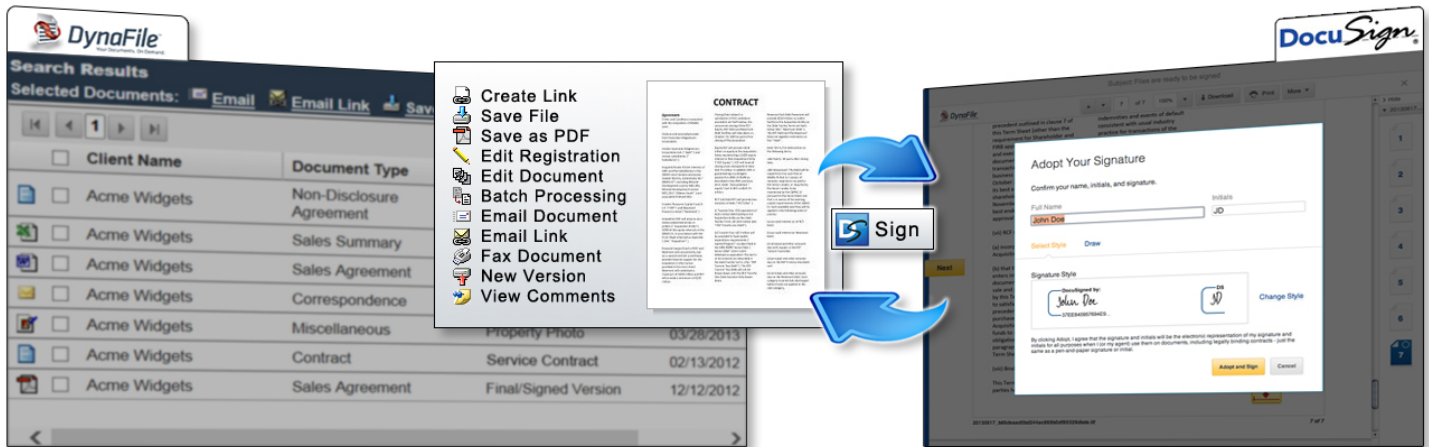




## Combine Document Management & Electronic Signatures



DynaFile is an online document management system that integrates with DocuSign to provide a comprehensive paperless solution. With DynaFile, you can quickly convert paper files to electronic format with scanning automation features, then store and manage those documents in the cloud. By adding DocuSign integration, you can easily send forms and other documents to be completed and signed securely online, then filed automatically back in DynaFile.

### Benefits of DynaFile Integration

- Consolidate paper and electronically signed documents into one repository
- Associate documents that don't need signatures with those that do
- Control access to view, add, sign and delete documents across the organization
- Enforce security based on user, department or group association
- Distribute documents post-signing via email, fax or private link
- Annotate and comment on documents
- Easily store, search for and retrieve a massive amount of documents

To take advantage of DynaFile with DocuSign integration you must sign up for:

- DynaFile Workgroup Edition
- DocuSign Business Edition

To learn more about going paperless with DynaFile call (888) 510-3453, email [sales@dynafile.com](mailto:sales@dynafile.com) or visit [www.dynafile.com](http://www.dynafile.com)

This powerful integration allows DocuSign users to consolidate all of their signed and unsigned files together in one highly organized location. Documents are stored categorically to allow for instant search and retrieval, and with the included workflow automation between the two systems, your business can save valuable time and go paperless simultaneously. Now you can process, store and manage all of your files from the cloud.

Together, these two products can streamline the processes used in many industries and departments. Some examples include:

**Human Resource Departments** can implement a paperless on-boarding process. Initiated through DocuSign, new hire paperwork can be signed and automatically stored in an employee's folder within DynaFile with automatic expiration alerts. HR can then easily scan or add other non-signed documents like ID's, correspondence, manuals, procedures, leave requests, etc. to an employee's folder.

**Sales Departments** can get contracts electronically signed through DocuSign and routed back to DynaFile where they have a simple interface to store all documents for any given client. Client documents can be grouped by index fields defined by Sales, so there is no need to scroll through hundreds of sent signature requests.

**Accounting Departments** can route payment approvals through DocuSign, while having tens of thousands of invoices, credit memos and other documents easily accessible in DynaFile. All files are searchable by any defined fields, returning results instantly.

These are just a few examples of how DynaFile and DocuSign can be used together. Contact us to learn more about both systems and how your organization can benefit from this powerful combination.