



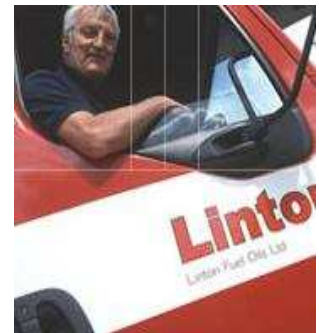
Linton Fuel Oils Ltd is a rapidly expanding UK fuel oils and lubricants distribution company. Each year 100,000's of sales orders and customer-signed delivery notes are generated. Handling and filing this paperwork was proving an increasing challenge for the organisation. Paul Brown, Administration Manager, considered a number of options before placing an order for DocuSoft EDRMS scanning and filing software. Staff training was undertaken and the system went live at the Linton Head Offices in Wandsworth, London in October 2003.

During 2004 the use of the system was expanded to include secure digital storage of critical VAT and personnel records and documents. Since then the use of the system has been expanded to encompass driver and other records held at the Grays, Essex (2005), and also Bampton, Devon (2006), distribution depots.

As of 2008 around a third of a million documents are now stored on the system and growing. Data includes e-mails as well as scanned papers and other electronic files.



Says Paul Brown *"DocuSoft is saving us many man-hours every day, and has released valuable office space previously occupied by filing cabinets. The implementation has gone smoothly with no technical problems. Accounts, Credit Control and Sales staff can now fax or e-mail proof of delivery to customers in moments, which has greatly benefitted our internal efficiency and productivity and the service we provide to our customers."*



For more information on **DocuSoft**[®] call Patricia Amarouche or send an e-mail to pata@docusoft.net, or visit www.docusoft.net and request information or a demonstration.

DocuSoft[®],
Link House
140 Tolworth Broadway,
Surbiton, Surrey
KT6 7HT

United Kingdom **Tel:** +44 (0)20 8339 6124. **Fax:** +44 (0)870 005 6917