

The electronic
filing system
for

financial
planners/
securities
brokers



DocSTAR™

Sales Sheet

affordable, efficient document management

DocSTAR.
The right investment in affordable,
efficient document management.

If you're like most securities brokers and financial planners, you're drowning in paper. The typical office handles roughly 150 to 300 trade confirmations, tax forms, client financial statements and wealth management documents a day. To comply with SEC and NASD regulations, you must maintain records for several years — straining your staff, who must manage a costly, time-consuming process. Filing, storing and retrieving huge volumes of paper documents consumes significant human resources and increases your overall labor costs.

The real estate cost for the space to store these documents is rising, whether on- or off-site. Often, additional space is simply unavailable. And, with financial markets more volatile than ever, your clients are demanding fast access to quick information so they can make quick decisions. They don't have the time to wait for you to wade through a sea of documents to find what they need.

Now there's a much more efficient, affordable, intelligent way to manage your financial documents — electronically. DocSTAR.

Smart firms in your industry are already using electronic document management systems and complying with SEC and NASD requirements, while rapidly evolving laws, regulations and technologies are giving electronic documents the same legal and regulatory standing as paper.

electronic filing system

The electronic filing system people want to use.

DocSTAR is an electronic filing system that dramatically increases the efficiency of your workplace. DocSTAR (which stands for Document Storage and Retrieval) is a total turnkey solution that scans, stores and retrieves your paper documents with ease and simplicity.

This remarkable system saves valuable space, guards against theft or damage, enables your staff to share documents simultaneously, and makes a complete backup copy of all your paper files — with just the push of a button. And it's so easy to learn and use, many people master DocSTAR in just one hour.

what's in it for you

What's in it for you.

- **Instant information access** — Documents such as trade confirmations and financial plans can be located in seconds and never get lost — enabling you to provide clients with nearly instantaneous access to critical information.
- **Reduced labor costs** — DocSTAR offers an efficient process for sorting, filing and retrieving records from your desk in literally seconds, allowing you to minimize your personnel requirements and assisting you in complying with SEC regulations and NASD standards.
- **Reduced demand for physical space** — All paper files can be stored electronically on removable disks with capacities starting at over 85,000 typical pages per disk (a typical file drawer holds approximately 2,000+ pages).
- **File protection** — DocSTAR protects against loss due to disasters, while critical information can still be kept on-site.
- **Irrefutable document integrity** — DocSTAR's AuthentiDate Image Marking technology virtually eliminates any possibility of altering documents stored in the system without detection, ensuring undisputed authenticity of records.

save time and money

Want to save time and money? It's your call.

Securities brokers all across America are already reducing their costs, and enjoying instantaneous access to vital information with DocSTAR. Maybe it's time you did, too.

For more information on how DocSTAR can boost your productivity and enhance your client service, call DocSTAR at 518-346-7799 or 800-367-5906 outside New York State. Or visit our website at <http://www.docstar.com>.

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