

AUTOMATED DOCUMENT MANAGEMENT SYSTEM

At FileBank we are always trying to push our services and technology to the next level.

Our features promise to increase your business productivity, Organization, and Efficiency.



SCAN

Keep your scanned documents and paper documents totally organized



AUDITS & REPORTS

Speed up your audit process and increase your productivity



SECURITY & COMPLIANCE

All your documents are always secure and backed up



AUTO-INDEXING

Scanned documents will be indexed and categorized automatically



ORGANIZATION

Every word in every document is easily searchable, so you can find anything in seconds



SEARCH & OCR

All scanned documents are converted into searchable text



ACCESS

Keep your scanned documents and paper documents totally organized



DEPARTMENT CUSTOMIZATION

Jump to Digital understands your department hierarchy



DRAG & DROP

Simply drop in any type of File or image and Jump to Digital will archive it for you



E-FORMS

Turn your paper forms into electronic information



WORKFLOW

Route your documents electronically for easy approval

About FileBank



FileBank Inc., established in 1987, is an Enterprise Content Management Company (ECM). FileBank is committed to delivering services that exceed expectations, out-of-the-box creativity, and sophisticated computer-based solutions. Customer driven, we provide world-class ECM solutions that are deployable at both the departmental and enterprise levels. In this way, FileBank streamlines operations, reduces costs, supports compliance initiatives and shares information with employees, partners and customers. For these, and so many other reasons, we are the choice of Fortune 500 companies, major Fortune 100 financial institutions, governmental, municipal and educational institutions, outstanding national arts and cultural organizations, and numerous local and regional medical providers, legal and real estate firms.



Contract #
GS-35F-070DA IT
Schedule 70



Certified Veteran
Owned Business



FileBank's new building was built in 2003 under the strict guidelines of the American National Standards Institute which represents over 125,000 business in the United States.



**ISO 9001-2000
Certification**

International
Organization for
Standardization. Strict
Annual audits on quality
procedures. Only 1% of
Archive companies in
Contract # 26 EDCP File Management NY- NJ



**Rutgers University CCEE
Accredited - Classroom**

FileBank is one of only 2
state certified teaching
facilities for Municipal
Clerk continuing
education classes.



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