

## EZ Image<sup>SM</sup>

Scan and retrieve documents and images

EZ Image enables you to link images to records for quick and easy retrieval. By using assigned unique ID numbers, scanned letters, memos, invoices and digital pictures are linked to account records for easy access. Just click a button to retrieve a document or image. EZ Image is an easy-to-use add-on module that seamlessly integrates with Jenark property management and accounting software. This module includes all the necessary software, hardware products, and professional consulting expertise to fully implement EZ Image.

### Benefits

- ▶ Reduces office storage space by replacing historical files and records with electronic documents
- ▶ Provides an efficient way to retrieve images and documents
- ▶ Saves time locating files
- ▶ Helps the auditing process by providing easy access to back up documentation for accounting transactions

### Features

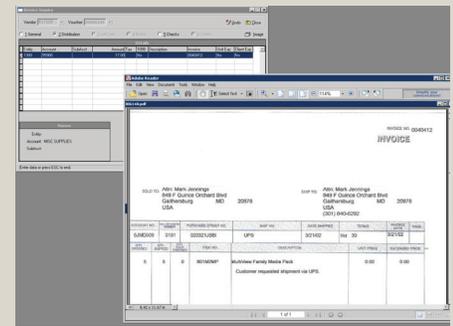
- ▶ Flexible—the module can be customized and you are provided with technical assistance during setup
- ▶ Comprehensive reporting—include PDF images of vendor invoices in your automated monthly reporting so you can send electronically or print as a complete document
- ▶ Adaptable—electronic documents can be used for violations, work orders, invoices, and vendor or home owner information

### How It Works

A unique ID will automatically be assigned when entering data into Jenark software. Next, scan the image with approved equipment or upload your digital image in the appropriate file. Once the document is saved, it will automatically link to the record. To retrieve a document, sort for the unique ID or the company name, click on the link, and the PDF document will appear. It's that easy!

EZ Image works in conjunction with all of CoreLogic Jenark's software solutions. Whether you are a management company or a self-managed community, this is a simplified approach to scanning and retrieving documents and images.

For more information or to order EZ Image, contact us at 888.711.3393 or [marketing@jenark.com](mailto:marketing@jenark.com)



EZ Image scanned invoice in property management software