

A man in a dark suit and red tie is running down a modern office hallway. He is carrying several papers and a black folder. The hallway has a light-colored tiled floor and a glass wall on the right. The text "Stop the paper chase!" is overlaid in a large, yellow, 3D-style font on the left side of the image.

Stop the paper chase!

**Document
management
solutions**

**Manage your
business, not
your paper**

“Where is the Smith File?” This is a common phrase that echoes throughout the halls of most law firms. Why? Because a document is needed and cannot be found ... but it does not have to be so.

Imagine a world where the entire case file can be easily downloaded to a laptop for the attorney needing to work on the road, at home or at the client’s office. The case file and all information is at your fingertips.



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Stop the Paper Chase!

Lan-Tech designs and implements systems allowing firms to manage the following:

- Documents created by Word, WordPerfect, Excel, etc
- Scanned images
- Case Notes
- Email
- Research
- Web Pages
- and More

Firms today are starting to recognize the benefits of the “Paperless Office” – an office where the paper is handled less frequently. Because of changing times and clients less willing to pay for legal advice, firms are realizing the need for increased efficiency. While not the only method of maximizing a firm’s use of resources, **a Document Management System can certainly be one of the easiest and least expensive to implement.**

Lan-Tech, Inc. provides solutions to help firms get back to business ... the business of practicing law, rather than managing paper.

Can you afford NOT to Stop the Paper Chase?

