

LNK Partners Saves Time, Space and Centralizes Documents with OfficeDrop Document Management Service

[LNK Partners](#), a New York-based private equity firm focused exclusively on the consumer and retail sector in, uses OfficeDrop (formerly Pixily) to manage its administrative documents online. OfficeDrop receives LNK's paper-based administrative documents via mail, scans them, converts the paper to fully-searchable Adobe PDFs and stores them online. With OfficeDrop's award-winning service, the team members can quickly search for any keyword or phrase to access a document, no matter where they are.



LNK Partners is a private equity firm that backs great management teams building outstanding consumer and retail businesses. LNK's team is unique in combining extensive investing and operating experience in the sector, and is further differentiated from other private equity firms by the breadth, depth and longevity of its industry relationships.



Bethany Chadwick
Director of Operations

What Interested You About OfficeDrop's Document Scanning and Document Management Service?

In our main office, we had file cabinets full of administrative documents. Our team regularly needs to access these files, but they have busy travel schedules across several locations. Tracking down the proper document, copying it and overnighting it not only wasted time and paper, but was expensive. On top of that, even more time was spent organizing these files so our office manager could quickly retrieve them, and the physical storage added expense. We were thrilled to find out about OfficeDrop, which has proven to be a successful solution.

How Did You Hear About OfficeDrop?

One of our partners saw [Pixily \(now OfficeDrop\) written up in the Wall Street Journal](#). His interest was piqued by the environmentally conscious element of storing our information virtually, allowing everybody to access the information instantly from any location. He also knew that several high-level team members found themselves spending too much valuable time digging through files or waiting for documents to arrive in the mail, and OfficeDrop seemed like a sustainable answer.

Why Did You Choose OfficeDrop as Your Scanning Service and Document Management Service Provider?

The sales process with OfficeDrop was great. We looked at other document management companies, but they were more traditional. They over-engineered the sales process, insisting on setting up in-person meetings to address any questions I had. Further, their products were cumbersome to implement and had high learning curves.

OfficeDrop was responsive and easy, and they spoke my language. I was able to communicate with my designated account manager via IM, email or phone, which made the process faster and made me feel important to them. One of the main reasons we chose OfficeDrop was that the customer service relationship started during the sales phase, and was respectful and human. There was none of the pressure or ambiguousness that we found with competitors' sales reps.

Has the OfficeDrop Document Management Solution Helped You?

Yes. OfficeDrop has not only reduced the need to lease as many file cabinets, but has enabled us to have a secure online backup of everything. OfficeDrop made the digitization process easy: we label the documents with Post-Its, put them in a provided pre-paid envelope or box, and stick them in the mail. Within a week, OfficeDrop has them scanned and available online, and securely shreds and recycles all hard copies.

Each month, I send off any new paper documents to OfficeDrop and they add the documents to the system.

Our information distribution process is more efficient now since our documents are centralized and accessible no matter where our team members are, we can quickly search for keywords within the body text of all documents, and we can download a PDF for a team member with one click.

The screenshot displays the OfficeDrop web interface. At the top, there is a navigation bar with buttons for 'home', 'organize', 'upload', 'share', and 'inbox(0)'. Below this is a search bar containing the text 'stock transfer' and a 'Search' button. A red oval highlights the search bar and button. An arrow points from the search bar to a search result page. The search result page shows a document titled 'More Results' and 'Page 44 of 60'. The document content includes the following text: 'decide, including, without limitation: restrictions respecting the assignment, occupancy and use of the Apartment and the transfer of the shares of stock allocated to said Apartment; operating and repair covenants; and default provisions. The Corporation's form of Proprietary Lease as originally adopted may from time to time be amended only by the affirmative vote of stockholders holding at least two-thirds (2/3) in interest of the issued and outstanding capital stock.' Below this is 'Section 2. Basic and Additional Maintenance Charges. Pursuant to the Proprietary Lease (which shall include substantially the provisions set forth below, except that the word "Corporation" shall be changed to "Cooperative"), the Tenant of an Apartment will covenant and agree to pay to the Corporation for the Apartment for each fiscal year of the Corporation included in the term of the Proprietary Lease (and for any portion of any fiscal year at the beginning or end of the term of the Proprietary Lease), an annual basic maintenance charge (the "Basic Maintenance Charge") and additional maintenance charge (the "Additional Maintenance Charge"), if any, equal to the Tenant's

A sample example of how OfficeDrop's search feature helps companies like LNK Partners find the right information in the correct documents quickly, accurately and easily.

What Else Do You Like About OfficeDrop's Document Management Service?

- My favorite feature is the full text search. It saves so much time, and has allowed us to better use our stored documents since we can quickly find the information we're looking for. In the past, we would spend a lot of time sifting through documents to look for one piece of misplaced information.
- It's very convenient to pop the documents in the mail and let OfficeDrop do the scanning and uploading. I'm glad we no longer have to scan all that paper internally just to attach a document to an email.
- The interface is fun; the thumbnails and previews are very useful when browsing for a particular document.
- OfficeDrop's provided mailing labels make sending the documents very easy.
- There was no learning curve to get up to speed on using the service.
- OfficeDrop's customer service is great – it would be a great selling point for other companies. Corporate customers want to be able to pick up the phone and talk to a person! I've never been on hold, never had an email unanswered for over 24 hours, and never felt like I was unimportant.
- As a firm that helps businesses grow, LNK Partners is excited to see what OfficeDrop comes up with next. It's a proven solution with lots of opportunity to advance.

About OfficeDrop

*Previously known as Pixily, the company name was changed to OfficeDrop in February, 2010.

OfficeDrop is an affordable, award-winning, on-demand document management service for businesses that saves organizations time and money and enables them to be more environmentally friendly. Businesses send paper documents to OfficeDrop via the company's "scanvelopes," which are water-and tamper-resistant, pre-paid postage envelopes, or pre-paid UPS boxes, or their own scanners, or email. Upon receipt, OfficeDrop scans, categorizes, converts paper to text searchable & high image quality PDFs and uploads the documents to a customer's web account, where they can be securely accessed by authorized users from any location. By accessing their OfficeDrop account, users can effortlessly organize their documents with OfficeDrop's labeling tools, quickly find information with keyword searches and securely share documents with others. OfficeDrop also offers bulk scanning solutions for companies with large amounts of documents they want to digitalize. [Go Paperless with OfficeDrop!](#)

Read OfficeDrop (previously Pixily) Reviews

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[Pixily turns stacks of paper into search-friendly scans](#)

Contact OfficeDrop

We welcome your feedback and would love to talk with you about your document scanning & document management needs. Please contact us at the addresses below!

OfficeDrop, Inc

Website: <http://www.officedrop.com/>

Call: 1-888-ORG-NIZE (888-674-6493)

Email: contactus@officedrop.com

Chat:

