About DATAMARK, Inc.

Since 1989, DATAMARK has provided digital mailroom and document management solutions for large enterprises. At our U.S. and international processing centers, we transform millions of documents into useful, instantly-accessed digital information. Our business process re-engineering expertise helps companies reduce costs while improving productivity, efficiency and customer service.

**Headquarters:** El Paso, Texas, USA

**Global Locations:**
- United States
- Mexico
- India
- United Kingdom

**Core Markets**
- Banking and Financial Services
- Freight and Transportation
- Government
- Healthcare
- Insurance
- Marketing Fulfillment

www.datamark.net
DATAMARK Inc.: Business Process Solutions

For more than 20 years, Fortune 500 companies and large enterprises have chosen DATAMARK as their trusted partner for business process outsourcing solutions. From the point of entry for all your information—the mailroom—to downstream document processing to customer care, DATAMARK helps your organization stay focused on its core business while reducing costs and improving quality, accuracy and customer service.

Our Services

Digital Mailroom Management
- On-site and off-site management
- Automated mail sorting
- High-volume scanning and imaging
- Intelligent data capture technologies
- Online storage and retrieval

Business Process Re-engineering
- Dedicated BPR teams
- P.R.E.P. business process analysis
- Lean Six Sigma quality methodologies
- Infrastructure and technology solutions
- Continuous improvement and innovation

Transportation Document Processing
- Terminal and in-cab scanning
- Data entry teams trained for your process
- System integration and standardization
- 24/7 freight bill processing
- Fast turnaround and time-to-cash

Healthcare Document Processing
- HIPAA certified processing
- Dedicated data entry teams
- All form processing, including:
  - Enrollments
  - Claims
  - EOBs
  - FSA/HSA/MSA

Contact Center Services
- Bilingual customer care
- Phone, email, SMS, IM contact
- Social networking contact
- Level 1, 2, 3 help desk support
- VoIP telephony

Finance and Accounting Services
- Accounts Payable Services, including:
  - PCI/DSS certified processing
  - Purchase orders and invoices
  - 3-way match reconciliation
- Accounts Receivable Services, including:
  - Order management and invoicing
  - Remittance processing
  - Customer collection management

Other Services
- Document Processing
- Scanning and Imaging
- Intelligent Data Capture
- Storage and Retrieval
- Business Continuity Planning and Disaster Recovery

P.R.E.P. Business Process Analysis

Whether it’s your corporate mailroom or the downstream processing of high volumes of documents, DATAMARK can help you reduce operating costs while improving the quality, accuracy and efficiency of your back-office processes.

Take the first steps towards a transformation with a free P.R.E.P. Business Process Analysis from DATAMARK. Short for Prepare, Review, Evaluate and Propose, P.R.E.P. is the first element of DATAMARK’s Evolution Solution, a step-by-step framework for a seamless transition to an outsourced business process.

The P.R.E.P. Business Process Analysis is:
- A high-level analysis of your business process
- Performed on-site
- Conducted by our Lean Six Sigma-trained project management team

To request a P.R.E.P. analysis, contact us at 1.800.477.1944 or by email at info@datamark.net.