Why Spindle Professional?

We understand that time is precious – so we're here to help make your working day that little bit easier. Our award-winning document management software, Spindle Professional is flexible and customisable to your business needs.

Designed to work seamlessly behind the scenes, Spindle Professional connects your document workflow processes to deliver your communications accurately - to the right people at the right time.

Works with...

Sage 50

Sage 200

Sage 300 ERP

Sage X3

Microsoft Dynamics NAV

Microsoft Dynamics GP

Infor SunSystems

SAP Business One

Pegasus Opera

Access Accounts

SYSPRO

Crystal Reports

Microsoft Word

Microsoft Excel

SQL Server Reporting Services (SSRS)

and many more

Visit
draycir.com/spindle
for more detail

sage

Microsoft Dynamics

infor

SAP

Say **goodbye** to...

**Time wasted on lengthy
operational processes**

**Risk of human error when collating,
distributing and filing documents**

**Unnecessary postage and
stationery costs**

Document security risk

Complex set-up and maintenance

Say **hello** to...

Improved process efficiency

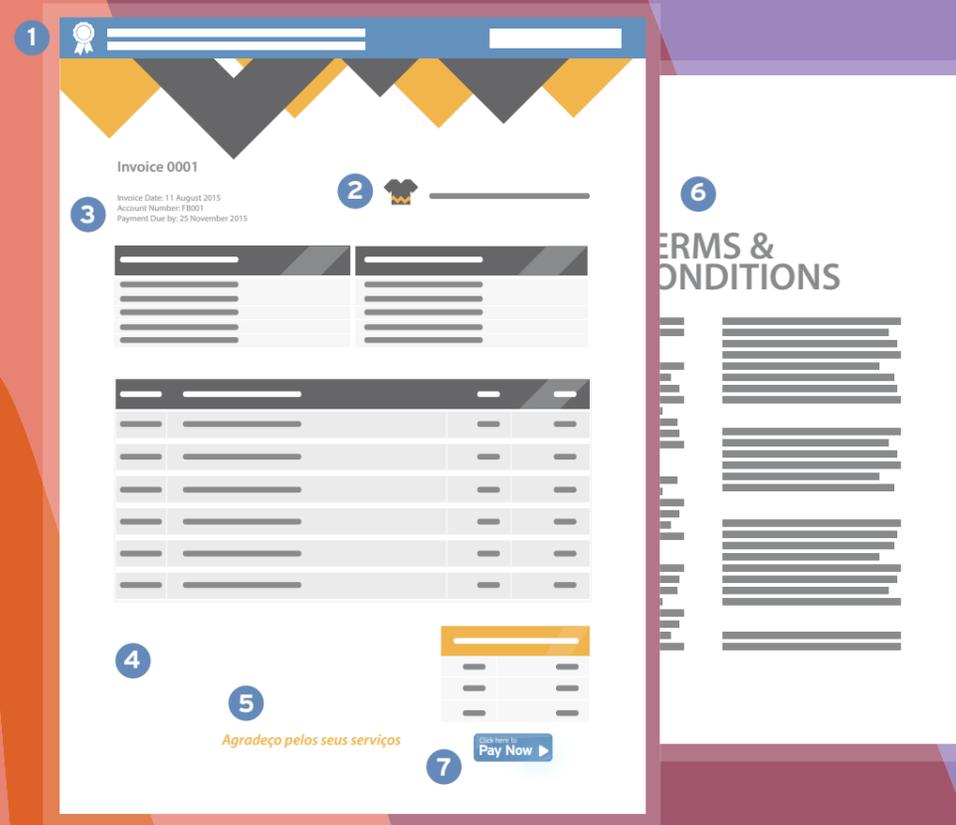**Consistent, professional and
branded documents**

Faster document delivery via email

**Legal compliance with electronic
document requirements**

Quick return on investment

Transform the look of outgoing documents

Invoice 0001

Invoice Date: 11 August 2015
Account Number: F8001
Payment Due by: 25 November 2015

TERMS &
CONDITIONS

Agradeço pelos seus serviços

Click Here to
Pay Now ▶

1	Digital signature applied.	**5**	Automatically change language files.
2	Incorporates full colour design with logo and corporate branding.	**6**	Terms & conditions automatically added.
3	Relevant data extracted from your ERP.	**7**	Pay Now button added to invoice.
4	256 bit document encryption.		

*"Spindle Professional provides
a much better customer
experience and makes our life
easier in terms of time spent
processing documents."*

TMC Iberia

Flexible features

Spindle Professional gives you the tools to improve your business efficiency and help make your working day that little bit easier. You could reduce the time you spend processing paperwork by 20%, saving you a day a week.

Batch document distribution

Sends all your documents in batches or individually to exactly where they need to go by email, print, fax or to archive.

Branded document templates

You can easily add different templates for your documents with full colour backdrops and incorporating your full branding. You can add promotional messages which can be tailored specifically to different customer groups.

Spindle Professional is ideal if you work with different types of customers, across different countries or brands. It has the ability to automatically switch templates, language files and different attachments to suit requirements.

Send any type of business communication

Attach and send any document type, such as invoices, statements, remittance advices, quotations, sales orders and so on to any contact, internally or externally, from any business application.

Archive for future retrieval

When documents are distributed, they can be automatically archived at the same time to a specific location(s) such as a local network, to Sharepoint, a supported CRM system or to Spindle Document Capture. Associated data from your accounting system is used to create logical file or folder names.

Distribute to multiple contacts

If you need to send the same document to more than one recipient, additional recipients can be copied into emails or the same document can be attached to a separate email with a tailored message.

Protect documents

Digitally sign your PDF documents to verify your identity and ensure the integrity of the document using advanced Adobe CDS Digital ID. You can also password protect sensitive documents such as pay slips and other confidential information.

Spindle PayThem™

Add 'Pay Now' buttons to invoices sent via email and get paid quicker. Your customers can instantly and securely pay you online via Sage Pay.

With the help of **Spindle Reconciler™** (available as an additional module) when the transaction is complete, the invoice payment is automatically reconciled back into your accounting system. Payments can also be reconciled manually back against the transaction or account.

Personalise correspondence

With real-time data extracted from your accounting system, you can ensure that documents contain the right information such as contact name, address, email address, account details and payment information. You can also personalise your email message and printed communications.

Add extra attachments

Include additional documents with your electronic correspondence such as related invoices with statements, delivery instructions, terms and conditions of purchase, promotional offers, newsletters etc.

Visit
draycir.com/spindle
for more detail

Flexibility for every department

Credit Control

Fed up with requests for invoice copies?

Spindle Professional can automatically attach multiple invoices to every monthly statement emailed to your customers. So you and your customers instantly have all the information you need to hand when you are querying reasons for late payment.

Accounts

Wasting your time stuffing envelopes?

Email invoices and other types of documents in seconds. Spindle Professional will automatically email batches of documents or print out ready for posting, depending on individual customer preference settings.

Sales

Keep on top of your accounts!

Receive copies of overdue statements or invoices in real-time. Not only will this reduce internal queries – it will help you assess any disputes or overdue payments too.

Warehouse

Want to achieve faster despatch?

No need to collate multiple documents. Spindle Professional simplifies the order picking process by adding all orders to one picking list. Barcodes are automatically generated and inserted on the document.

"Implementing Spindle Professional has helped us to streamline processes, save money and improve our service to our customers – we wouldn't be without it.**"**

Towsure

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