

News Release  
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## Inland Empire Company Strives for Paperless Workflow

### Payroll Link chooses ColumbiaSoft's Document Management System

Rancho Cucamonga, Calif. – By selecting the ColumbiaSoft Corp. Document Locator service, Payroll Link takes a huge step toward a new paperless workflow system. The Inland Empire-based payroll processing company investigated several options before selecting ColumbiaSoft, the Portland-based innovators behind Document Locator and other document management services.

“We’re making a big investment,” said Mike Demerjian, President of Payroll Link, “in a down economy, and it’s absolutely the right thing to do right now. The Document Locator moves Payroll Link even closer to a paperless environment, and will greatly improve our workplace efficiency while reducing waste. That’s nice for this company, but more importantly it allows us to deliver improved service to all our clients.”

The ColumbiaSoft Document Locator document management system is created to help businesses more efficiently store, manage and access all documents and records. Incorporating any type of Windows-based file and Office products, as well as images and multi-media files, Document Locator replaces network-shared file storage. This improves control and security of files, while also increasing efficiency of access and retrieval.

“A more efficient office, one that makes it easy for everyone to have the information they need at their fingertips electronically, is a smart way to do business,” said David Pogue, ColumbiaSoft executive vice president. “We’re so pleased to have this strong working relationship with Mike Demerjian and his team to spearhead these paperless workflow solutions that will help Payroll Link optimize their business processes and significantly reduce the need for paper.”

Payroll Link operations staff will begin training in ColumbiaSoft’s Portland office soon, and will begin implementation of the Document Locator later this year.

#### **About Payroll Link**

Payroll Link provides payroll-processing and human resources services to companies throughout Southern California. Veteran CPA Mike Demerjian founded the company in 1999 to deliver hands-on service, plus unequalled performance and integrity from a payroll-processing firm. Payroll Link also delivers tailored solutions for tax payments and filing, time and attendance tracking, and 401(K) and Cafeteria plan administration, as well as customizable

tools for HR documentation and record keeping, and more. For more information, visit <http://www.payrollink.com>.

### **About ColumbiaSoft**

ColumbiaSoft is a leader in [document management software](#) and services designed to enhance efficiency, reduce risk, and improve collaboration. Information workers use ColumbiaSoft software to manage and share paper and electronic documents, e-mail, faxes, and other electronic files to reduce costs, increase productivity, automate business processes, and meet compliance requirements. As a Microsoft Gold Certified Partner, an Autodesk Authorized Developer, and an Adobe Solutions Network partner, the company's products fully integrate with popular applications such as Microsoft Windows, Office, Outlook, SharePoint, Adobe Acrobat, AutoCAD, and more. ColumbiaSoft is a privately held company based in Portland, Oregon and was founded in 1998. For more information, visit <http://www.documentlocator.com>.

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