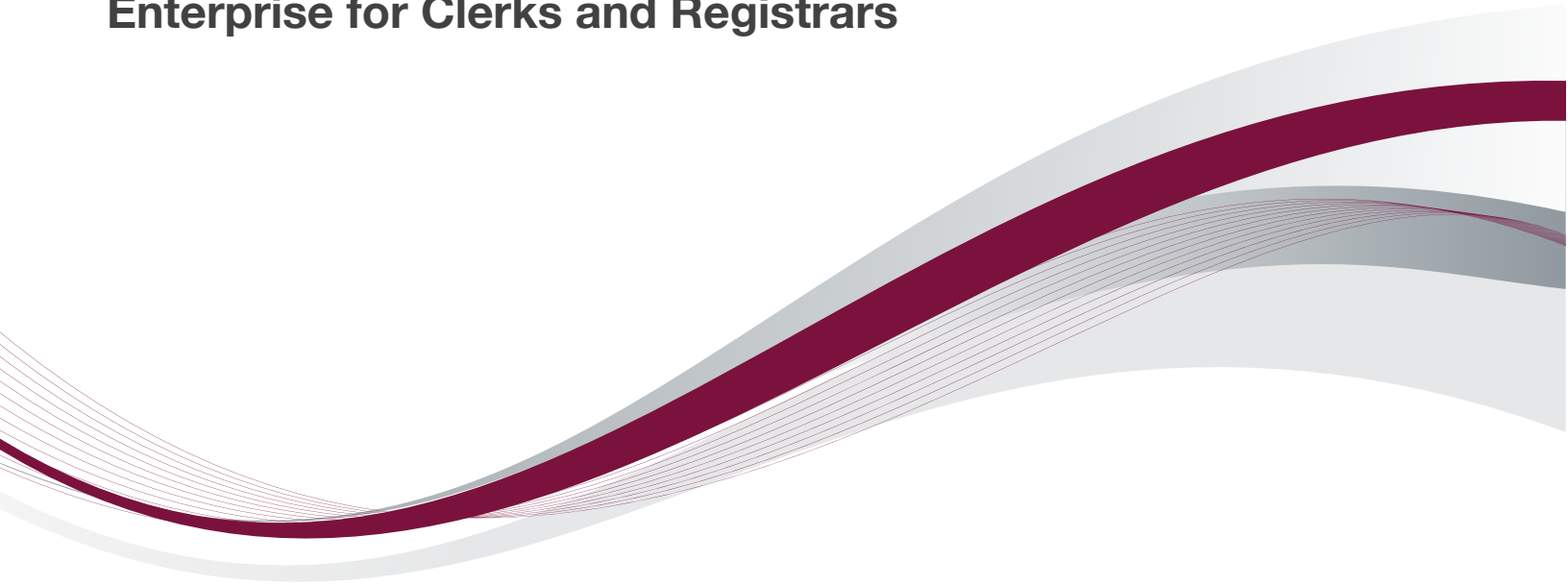


Enterprise for Clerks and Registrars



TAB
fusion**RMS**

Managing physical and electronic records together.™



TAB

Technology
Solutions

Enterprise RMS for Clerks and Registrars

City and County clerks are busy and getting busier. They are among the most constituent-visible and records-intensive departments in local government; and the urgency around capturing, managing, tracking, serving and protecting public records continues to grow as a critical responsibility.

Help Has Arrived.

Introducing TAB FusionRMS Enterprise for Clerks and Registrars, the industry's only solution designed to help cities and counties manage the lifecycle management of all their records in a single system. This end-to-end records management solution offers a proactive approach specifically designed for jurisdictional governments to address their specific needs.

The City Clerk's Office

Designed to support the City Manager's Office, Administrative Services; Public Safety; Community Development; Community Services; Redevelopment; Parks and Recreation; and Public Works.

Civil Records Management

Licenses for births, deaths, marriage, pets, driving, motor vehicles, etc

Commercial and Professional Records Management

Lawyers, doctors, pharmacies, teachers, daycares, nursing homes, hospitals, gas pumps, etc.

Service Permits and Records

Building/construction, land-use, zoning, permission (elevators, escalators), contracts, utilities (such as gas, water, electric) agreements, proposals, fish and game, firearms, burning permits, etc.

Flexible Options to meet the unique needs of your jurisdiction.

Processes for **Public Notices**, proclamations, etc.

Unification of Paper and Electronic Records in a Single, **Easy-to-Use** system.

Predefined Database functionality and Configurable **Workflows**.

Supports Accountability in Reporting to the Public with a myriad of reporting functionality and enforced business rules for management of public information impacted by retention, audit, and information control.

Meeting Notes Management

City Clerks gain an accountable methodology for processing meeting notes from agenda creation through final approval. This offers clear accountability from the first instance a topic is raised until it becomes a matter of public record.

Key Benefits

Physical or Electronic

TAB FusionRMS Enterprise for Clerks and Registrars tracks records in any form.

Powerful Database

TAB FusionRMS's database can manage virtually any organization's physical and electronic records using open industry architecture, including Microsoft SQL database platforms.

Simple to Use

TAB FusionRMS's user interface complies with standard Microsoft Windows, the industry's most popular format. This ensures a comfortable look and feel designed to make the product approachable for all skill levels.

Flexible and Configurable

Automated document routing capability that's configurable to your specific requirements, paired with powerful centralized tools, offer greater efficiency for database and retention setup specific to active and inactive records, complete with user settings and menu items based on security rights.

Bar Code Tracking

Uses the latest bar code tracking technology to instantly locate any paper record and provide a complete audit trail of its usage.

Security Features

TAB FusionRMS Enterprise offers a comprehensive and intuitive system designed to complement and respect the existing IT security conventions already in place.

Imaging

TAB FusionRMS Enterprise supports most industry standard document scanners, from desktop to high-speed production units and the full range of image indexing, image controls, viewing and access technologies, to immediately reduce your file room and storage costs and provide remote access to any number of users.

Search Functionality

Full-Text-Search (FTS) of electronic records and Global-Field-Search (GFS) designed to quickly take you to the information you seek.

Reporting

The system offers various reporting options to provide overall feedback, compliance and audit information and granular perspective of your information environment.

The Industry's Leading Solution Combined With the Industry's Best Service.

Our team of professional and accredited support and service personnel provide a complete suite of support services designed to help you implement at your pace. From accessible tech support, to developing completely customized solutions, the TAB team is ready to help you meet your goals.

Ready to Take the Next Step?

Imagine finding the solution designed to help you quickly and easily meet your needs. Imagine a complete support and training infrastructure standing by to help you meet your needs. Call TAB today to explore the ways we can bring your records management vision to reality.



CONTACT ONE OF OUR REPRESENTATIVES TODAY.

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