

# TrackMyFile

- A radical reduction in the cost of file storage
- A full online transaction management system and/or simply an electronic document storage solution
- Massive savings on consumable resources; paper, fax lines, copier supplies, etc.
- Easily customizable action plans
- Built-in Electronic "Reviewed By" feature that creates a workflow for your file review process and an automatic audit trail
- Automatic weekly file status updates
- Integrated accounting solutions
- Mobile access to critical file details via Smartphone, iPhone, or any Internet capable mobile device
- Built-in productivity reports
- A free online training center, available 24 hours
- Powerful enough to track all types of transactions & business rules: commercial and residential, listings and sales, refinance, short sales & REOs.



**Harness the  
POWER of the Web.**

**Let our technology  
work hard for you!**

## Compliance in 2010 Is Easy To Maintain

**TrackMyFile lets you put your time where the money is.**

By centralizing file details and documents online, you provide your customers with the level of service and responsiveness they want and require without using up major chunks of time.

Time is money. If you and your team members are still stuck doing things the old way, everyone is losing far too much of both.

The Web is powerful, and its potential can be harnessed by anyone with access to the Internet. It's time to start making technology that is already readily available work harder for you! Reduce personnel costs with TrackMyFile's integrated software solutions. Redundant manual tasks are a thing of the past.

### **6 Simple Steps to Automated Freedom**

The experienced team at TrackMyFile is pleased to show our clients just how easy it is to create technological efficiencies within their operations with just 6 simple steps. Technology should be easy and that's why we've designed a user-friendly platform. Give your team an easy to follow electronic file processing map and you will maintain a consistent company compliance objective. Everyone's bottom line will increase substantially.

**Never Miss Critical Dates or Documents**

**Broker Compliance:** Develop and maintain a critical broker compliance programs to ensure accurate record keeping/retention, supervision of salespersons and business units (broker of record arrangements), and preserving the transparency of transactions.

By carefully documenting the details of each correctly completed electronic document, you can create a highly effective, organized file system that successfully protects your interests. Experience the freedom of electronic document review and signoff online even when you are away from the office.

And because TrackMyFile is an electronic system, your files are always available and easy to retrieve. Endless reams of paper belong to yesterday. TrackMyFile's painless, paperless process makes your documents available for online viewing while keeping them in a permanent digital file that will sustain your compliance requirements. Nothing falls through the cracks and everything moves smoothly toward closing on-time.



[www.trackmyfile.com](http://www.trackmyfile.com)  
888-542-5554 Ext 1