



**ONE  
PLATFORM  
FOR ALL  
YOUR GLOBAL  
PRINT NEEDS**

# Who uses docs24?

## *Global Marketing Teams*

Docs24 eliminates the inefficiencies from your print process. Your marketing teams are therefore able to spend less time on version control and more time on the creation and execution of marketing campaigns.

## *Distributed Communication Teams*

Organise all your brand files on one platform for quick and easy access, painless search and easy editing. By simplifying the process and printing locally, companies and teams utilising docs24 reduce excess printing and save costs and time.

## *International Event Managers*

Docs24 works with local printers, ensuring your orders are catered for appropriately. Cut the time spent on searching for vendors, back-and-forth communication with team members and print houses.

# **Brand Control.**

## *Business Card Flow*

Enable users in your company to order new business cards from their computers and mobile devices with a streamlined ordering process using present elements like logo, size and paper type.

## *Editable Templates*

Create master print templates that can be easily customized. Change text, logos and images without the help of a graphic designer.

# **Collaboration.**

## *Access Rights*

Manage the users within your account to reflect the structure of your company.

## *Invite Team Members*

Invite colleagues to join your account via email or share a signup link.

## ***Mobile interface***

Your docs24 account accessible from any device.

## ***Roles & User Permissions***

Assign each user a role that is relevant to what that individual can access and order on the platform.

## ***Cost Control.***

### ***Cost Centre Allocation***

Assign users to specific groups where costs are automatically allocated to the right entity when they place orders.

### ***Cost Centre Monitoring***

Track print orders and correlated cost by project, division or department.

### ***Payment Requests & Approval***

Limit designated users from placing an order without it first being approved. Requests are sent automatically to the assigned user for approval and reminders are sent for unresolved requests.

## ***Print Control.***

### ***All formats***

Choose between hundreds of our formats and finishing options for your brochures, reports, flyers, posters and business cards.

### ***Bulk ordering for multiple offices***

With one order, send different prints and quantities to multiple global offices.

### ***Bulk file upload***

Upload multiple files at once from your desktop, tablet or smartphone.

### ***On-demand ordering***

Only order what you need, when you need it. We normally deliver in 2-3 business days, giving you the opportunity to order prints-on-demand.

# Contact us.

## Customer Service & Sales

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[enquiries@docs24.us](mailto:enquiries@docs24.us)

[www.docs24.co.uk](http://www.docs24.co.uk)

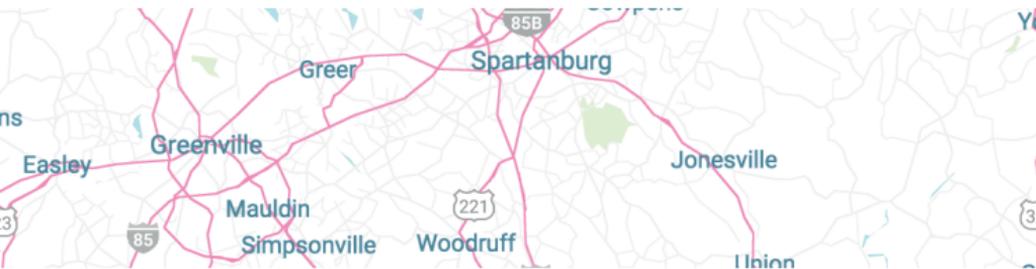
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