

CLIENT TESTIMONIAL

ZEENDOC

YOUR FUTURE IS DIGITAL

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SECTOR MARINA



Activity: The Port of Bonifacio operates as a municipal authority and is the most visited marina in Corsica, with over 11,000 stopovers per year.

Number of Employees

Winter: 9 employees
Summer: 30 employees.

Number Of Sites: 1 harbour Office.

Testimonial: Madame Angélique Longo, Administrative Officer
Her primary role includes welcoming boaters during the summer season and managing the administrative and accounting operations of the service.

Our Needs

Our primary need was archiving. We used to archive documents physically by making photocopies and storing them in folders. However, this quickly became an issue due to the space required. We therefore needed a **digital archiving solution**.

Implementation

Our team consists of 4 users within our department: 2 secretaries, our director, and their deputy. The adoption of the solution was smooth and quick, as it naturally fit into our workflow.

We have introduced:

- The digital sending of our 400 annual contracts with electronic signatures.

This was a major change for us. Previously, we had to print two copies of each contract (one for the boat owner and one for our records). The contract was then physically sent in a folder to the town hall, where it could take several days—sometimes up to ten—for it to return to the harbour office. Once received, we had to scan and email it to the boat owner.

With Zeendoc, contracts are now sent digitally in just five minutes, and the client receives them instantly from our own email address.

We also set the validity period of the document before sending it, and if it remains unsigned, an automatic reminder is sent to the recipient after a set period.

“With Zeendoc, each secretary saves approximately one to two hours per day, significantly improving efficiency.”

With Zeendoc, automatic reminders are sent to the signatory if the document remains unsigned after a set period, based on the initial validity duration.

- **Zeendoc features a seamless integration with our accounting software.**

I receive and index the invoices, then they are sent via Zeendoc to my director, who is notified by email for approval.

- This enhances efficiency by automating data transfers, reducing manual entry, and improving accuracy in financial management.

The Results

*“Since we started using Zeendoc, more than **1,200** contracts of 10 pages each have been digitised, saving **12,000 sheets of paper.**”*

Today, we scan all our handwritten letters, emails, and other received documents, which are then sent directly to Zeendoc. This allows us to **centralise** all our documents in a **single database**, accessible to authorised departments, freeing up physical space.

It also saves a significant amount of time when renaming invoices to be linked to our accounting during payments. In 2021, we processed an estimated **600 supplier invoices**, which were **automatically** exported to our accounting software.

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BONIFACIO
marina

The time saved in document retrieval and sharing between departments and municipal entities is just as significant. With Zeendoc, we estimate that each secretary saves one to two hours per day, greatly **improving efficiency and productivity**.

- Our paper consumption has significantly decreased, especially with digital contract processing. Since implementing Zeendoc, we have digitised over **1,200 contracts**, each 10 pages long, saving a total of **12,000 sheets of paper**.

This not only benefits our operations but also contributes to a more sustainable and eco-friendly approach.

- The sending of our digital contracts and the use of electronic signatures have also sped up processing times while eliminating the risk of document loss.

“ Three words to describe Zeendoc? **Speed, efficiency, and essential.** I would gladly recommend it to other companies!”

