

Secure All Your Critical Business Transactions

As a trusted financial institution, regulators and your customers are depending on you to ensure the security of their information throughout the transactional process. You are relying on third party providers as a part of your workforce to conduct these transactions.

OurRecords supports the required transparency, verification, and security for the safety and success of all parties.

We integrate easy to use tools and services that comply with best practices recommended by industry institutions including American Land Title Association (ALTA) and Signing Professionals Workgroup (SPW).

The OurRecords proven process is easy to implement and easy to use to keep your entire workforce compliant for all transaction.

OurRecords can help you secure your records!

Reduce Company Liability Exposure

- Secure Intelligent File transfer (SIFT™) to securely send and receive sensitive transactional documents
- Secure storage and document sharing including critical information requested by lenders for vender approval
- Never email personal identification information or confidential company information again!

3rd Party Vender Compliance & Risk Management

- Build and distribute customized company compliance & policy requirements
- Third parties (notaries, IT, janitorial and etc.) submit all required documentation directly through their OurRecords account
- Documents available 24/7 for company review
- Notification of any non-compliant or soon to be expired credentials
- Weekly and "On-Demand" compliance reports

- Electronic acknowledgment & acceptance of vender policy agreements
- Secure sharing of forms, common documents and check lists
- Mass communication to all third party vendors
- Work queues to automatically forward specific documentation to internal and external departments
- Integration APIs available for connectivity to your ERP and other critical systems to ensure you only do business with compliant third parties

Verify, Track & Manage Company & Employee Requirements

- Company licenses, bonds, E&O and any other polices or documents that expire or that are date sensitive
- Reviews and verifies third party background checks
- Purchase SPW compliant background checks directly through your OurRecords account
- Employee licenses, bonds and notary renewals
- Employment on-boarding package (store and manage documents such as non-compete/non-solicitation agreements, privacy policy, W-9, and more
- Electronically acknowledgment & acceptance of company policies and documents
- Maintain proof of best practice training requirements for your full workforce



Get your FREE Organizational Account with OurRecords!

Contact us at 877.300.2497 or visit our website

www.ourrecords.com