

Standards Based Records Management System

Capabilities and Features

DOCUMENT IMAGING AND SCANNING

ELECTRONIC CONTENT MANAGEMENT

RECORDS INVENTORY MANAGEMENT

STORAGE CENTER MANAGEMENT

RECORDS RETENTION POLICIES

RECORDS DISPOSITION MANAGEMENT

REPORTS AND BOX LABELS

PUBLIC INFORMATION ACCESS

E-DISCOVERY MANAGEMENT



105 Fieldcrest Ave
Suite 504 / 5th Floor
Edison NJ 08837

Phone: (732) 603-2200
Fax: (732) 603-2208
Email: moreinfo@sunrisesys.com

Visit us: www.sunrisesys.com

Why RecordsMine?

RecordsMine solution was developed in collaboration with state and local government agencies in New Jersey. The solution is designed to allow full flexibility to meet the needs of the state and local government agencies, while providing a platform to meet compliance and transparency mandates from the regulatory bodies.

Our solutions are tested, approved, and utilized daily by the State of New Jersey, multiple counties, hundreds of municipalities within the state, and thousands of residents and businesses within.

Commonly managed records include: Governing Body, Finance, HR, Payroll, Engineering, Building & Construction, Property Records, Tax Assessment, License and Permits, Vital Records, Court Records, etc.

We are the leading provider with complete records management capabilities for both state and local government.

RecordsMine benefits include:

- Flexibility and adaptability as a Records Management solution
- Secure, user-friendly and a standards-based system
- On-premise installation offering for States, Counties and Municipalities
- Productivity gains and cost efficiencies
- Compatible with federal, state and local standards

