

*To store a document is easy.
To retrieve it can be far more difficult.*

In **OfficeBase**
documents are stored
by **CLIENT** and **MATTER**

This

- allows for quick & efficient retrieval of documents for any CLIENT and MATTER
- eliminates the need for costly document searches.

OfficeBase

- Integrates with Microsoft Office
- Is compatible with most scanners
- is easy to use, with minimal training required
- Is a feature rich system
- Is an Australian Designed and Supported software product



MultiBase Australia Pty Ltd has developed and supported their flagship OfficeBase product over the past 10 years.

**For further information,
and to arrange a demonstration
please contact:**

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Arrange your own
obligation **free**
demonstration
today. Call us on

07 3371 7410



If you have to ask :

**“What did I name
that Document?”**

“Where did I put it?”

Then you
need...



The solution is



To store a document is easy.
To retrieve it can be far more difficult.
The solution is **OfficeBase**

OfficeBase

enables a Legal Practice to securely manage emails and electronic documents across a network. A Practice must be able to retrieve documents for any Matter on demand.

OfficeBase is the solution.

OfficeBase

- Eliminates the need to store most of your Manual Files
- Provides immediate access to electronic Documents
- Saves valuable time in filing and retrieving manual documents
- Saves manual filing space

*It allows you to
save paper,
filing time
& space.*

*OfficeBase is a
“green”
product.*



OfficeBase adds STRUCTURE to your electronic documents

OfficeBase provides quick and easy access to your documents.

OfficeBase

Multibase Australia Pty Ltd

The solution is

