



December 2009

Hello and welcome to your December newsletter from the Docmail team,

Hello and welcome to your December newsletter from the Docmail team. We can't believe Christmas is nearly upon us, and 2009 is drawing to a close.

Have you sent your Christmas Cards yet? It's not too late with Docmail, choose from our fabulous range of designs or upload your own Christmas photograph and we will do the rest for you... for just 76p.

What a fantastic year it's been for Docmail, we have recently celebrated the sending of our millionth Docmail letter.

With new contract wins (see Docmail in the news) we have seen the development of 'Corporate' Docmail and will be able to tell you all about this new offering in the New Year.

May we take this opportunity to wish you all a Merry Christmas and a very happy and prosperous New Year.



P.S. Congratulations to Jenson Button on becoming the Formula One World Champion, Jenson is from Frome which is just 8 miles away from our factory!

docmail developments

Christmas Cards - the easy way!



We all love to receive cards at Christmas, but who really enjoys the chore of hand writing and signing every single one? Let alone remembering to get all the stamps and keeping an eye on the cut-off dates for second-class post.

Well now thanks to Docmail's card service, you can streamline all of this in one easy action. All you need to do is upload a CSV database file of your addresses (full instructions available), choose a design (or upload your own) and a greeting and Docmail does the rest.

And the best bit? The price of course! For just 76p a card, you get the card, personalisation, postage and VAT all included. Not a sheet of stamps or a hastily scrawled greeting in sight. [Click](#)

[here to start sending Christmas Cards at Docmail prices!](#)

The last order date for your cards to arrive before Christmas using UK 2nd class delivery is December 16th.

docmail out & about

Docmail on the road



October saw the IRRV Annual Conference and Exhibition in Bournemouth and gave us a chance to catch up with our friends in the Local Authority sector. The event was well attended and we talked not only about docmail, but also annual and daily billing.

Our final exhibition for 2009 was New Start at the Cardiff International Arena. This was primarily for new businesses, and had its own Dragon's Den Style Competition. The winner received a sum of money donated by local Cardiff business people.

The team now look forward to the Christmas break before embarking on the 2010 exhibition schedule.

docmail and the environment

Docmail achieves ISO 14001 Environmental Accreditation

Congratulations to the Environmental team at CFH Docmail who have worked very hard over the last 12 months to implement and be awarded BSI ISO 14001:2004 for our Environmental Management System.

CFH Docmail are proud of our environmental practices and this new award compliments our existing FSC and PEFC accreditations.

In addition to these awards our Toptree initiative allows Docmail users to help us maintain our green credentials.

If you just include a small Toptree image on your mailing, then Toptree will plant twice as many trees as were used to make the paper in the first place.



Including this or one of the other Toptree images available not only qualifies your mailing for the Toptree scheme, but also lets people know that the paper used was sustainably produced and supports active woodland regeneration in the UK.

The imprints are available [here](#). Find out more about Toptree at [www.toptree.com](#)

docmail in the news

£10 million savings expected by using Docmail!

Hays turn to Docmail to strengthen process efficiencies.

The Docmail Team are pleased to announce a fantastic new contract win with Hays. Hays are the world's leading recruiting experts in qualified, professional and skilled people.

Hays have appointed CFH and the integration of our Corporate Docmail management and hybrid mail system to its head office and network of 212 branch offices.

The appointment is based on a three year contract (plus two year option) and with upwards of 9 millions envelopes being mailed each year, with a contract worth of £12 million.

Martin Bird (shown right with Jon Marsh, Commercial Director, CFH Ltd), Procurement Director of Hays comments 'We estimate that we will save around ten millions pounds over the next five years by using Docmail.'

[For more information, please read...](#)



docmail case study

Docmail and Network for Practices

Docmail and NFP have been working together for the past 12 months, NFP could immediately see the advantages the docmail service provides to practices and have promoted the service across their membership with a 30% of members signing up this year. Docmail has saved the member practices both time and money with the recent Flu and Swine Flu vaccination requirements and their monthly recall mailing.

When asked about the docmail service the NFP promote Viv Laing said:

'The jewel in the docmail crown is the secure online mailing system. If you're sending out H1N1 letters, act now to sign up and learn how to use the system, the docmail team are very helpful. Each letter will cost you less than the cost of a second class stamp. A real no brainer this one, Once you're au fait, it can take less than an hour to run searches, upload lists and merge the letters. Docmail does the rest, no paper, no envelopes, no toner use and no staff "stuffing envelopes" ever again.'

Network for Practices is a subscription-based organisation, dedicated to providing support to Medical Practice Management. If you are a Practice Manager, or you manage a Primary Care Medical Practice, Network for Practices can help.

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Hints & Tips

Become an Associate

Docmail provides a fantastic new service to businesses and organisations that need to send post. Now you have the chance to get in at the beginning of this new growth market. You can actively sell Docmail to an existing customer base - or just simply include a link on your website - in either case, you have a growing income in a brand new marketplace.

You can earn from 0.5p to 2p for every envelope that a Docmail customer introduced by you sends out. Every time one of your referrals sends an order, you get an email telling you how much you have earned, and what your current balance is. Docmail pays out once a month (if you have over £50 in your account).

[Find out more...](#)

Referral scheme

Docmail offers a referral system that lets you benefit if you refer other people.

All you do is tell other people about Docmail and ask them to enter your customer number as the referrer.

When someone that you referred sends a letter we credit your account with 0.5p. If they refer someone else, you get 0.5p each time that 'second level' referral sends a letter.

Refer 10 people, and if they also refer 10 people and each send just 100 letters per month, your account gains £55 credit each month!

[Find out more...](#)

Online manual

Need some reference? Download our online manual [here...](#)

Online video

Watch our online video [here...](#) and see how easy Docmail is to use!

Not a Docmail user?

To start saving £££ on your post TODAY, sign up [here...](#)

Want to talk to someone?

All our contact details, including direct phone numbers and email addresses may be found [here...](#)



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