

White Paper











Product Overview



Paperclip.com Version 2021.1

Company History	3
Products and Services	
Paperclip Mojo	4
Virtual Client Folder	5
VCF Auditing	7
The Capture Place	7
Internet eXpress	8
eM4 Compliant Email	9



Paperclip Inc. (the "Company" or "Paperclip"), a
Delaware corporation, is engaged in the development,
distribution and operations of computer software for
document management, communications and big
data processing. The Company provides four core
business solutions or services: document management,
electronic document exchange network, B2B &
B2C email encryption service and a unique big data
processing service.

Paperclip is 30 years old, incorporating in October 1991, and is headquartered in New Jersey. Paperclip solutions are leading edge with innovations focused in the supply chain or distribution channel (many to many) where only a vendor solution can deliver scalability, interoperability and efficiencies.

The Company sells directly to end users and through a limited group of Value Added Resellers ("VARS"). The company has focused its direct sales effort in the Life Insurance, Health Insurance and Securities where document compliance and workflow are regulated. Paperclip supports over 250 SaaS document management subscribers, over 656 subscribers for document exchange and 432 subscribers for email compliance.

The Company continues to penetrate the life insurance, health insurance and securities industries by providing additional solutions to existing customers while adding new customers. Additionally, Paperclip seeks to extend its technology for utilization in new industry groups including Banking, Property and Casualty, Health Care, Mortgage and Government.

## **Products and Services**



**Mojo** is a cloud born crowd sourced big data conversion service.



**Virtual Client Folder** is a cloud born electronic document management solution.



**Internet eXpress** is electronic document exchange based on the open EDX (Electronic Document eXchange) Standard 3.1



**Email for Compliance (eM4)** is a B2B & B2C email encryption service that includes e-Signing.



**Mojo is a new Platform** as a Service born in the Cloud to engage Crowd Sourcing for Big Data processing. The ability to transcribe, translate and interpret Big Data faster and more accurate than ever before is a killer app. Cloud computing turns what took hours and days into seconds and minutes. Crowd Sourcing reaches a global workforce for accuracy and new capabilities.

The promise to transform handwriting from paper to usable data by technology has never been achieved and

never will. Large companies today hire off shore organizations, leveraging their inexpensive labor pool in order to provide 24-hour turnarounds.

Mojo is a combination of the best technology can provide matched with the best recognition engine ever, the human. By combining Crowd Sourcing with Paperclip's imaging experience and innovation history, we provide the least expensive handwriting to data service meeting business needs and compliance today. In the future, we look forward to working with many industries and showing them the unique use of Mojo can make a difference.

### Image Capture

Internet eXpress & eM4Compliant Email provides access to 70 plus million documents annually

#### Timely Data

Data conversion in minutes ready for back-office processing

#### Accurate Data

99.9% conversion enabled with additional Clipper processing

# • Secure Data

Shredded Data Model protects data at rest

### Close Cyber Vulnerabilities

No need to open access to admin and document management systems

#### Big Data

Complete Application Data Capture enabling Big Data processing

### More with Less

Offshore Economics without the Offshore Experience

## BYOC

Bring Your Own Crowd Option

### No Adoption Risk

No field changes and no development projects



**Virtual Client Folder (VCF)** brings the power of imaging and document management to companies transitioning to the paperless business. VCF organizes all related files (any combination of scanned images, documents, faxes, e-mail or software files) in the designated electronic folder. The electronic storage system of drawers, folders and documents provides comfort, ease and rapid retrieval. The service is scalable from a single-user to large organizations.

VCF provides secure and efficient access to related information from multiple applications and minimizes the learning curve by storing related information in a familiar filing structure: file cabinet, drawer, folder and document.

VCF integration can completely automate the filing process and prevent filing mistakes by extracting previously defined document indices from a host application. Cloud implementation provides auditable, inexpensive storage encrypted at rest. Paperclip's industry standards metadata configurations insure subscribers are using industry accepted "best practices" in their document management.

#### Virtual Client Folder

- Paperclip SaaS in MS Azure isolation (Dedicated)
- Subscriber controls administration

#### Virtual Client Folder

- Paperclip SaaS in MS Azure non-isolation (Multi-Tenant)
- Subscriber controls administration

#### vcf4Life

- Life Standards SaaS in MS Azure non-isolation (Multi-Tenant)
- Paperclip controls administration

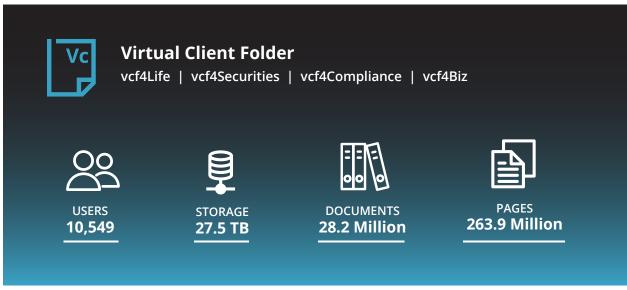
#### vcf4Securities

- FINRA & SEC Standards SaaS in MS Azure non-isolation (Multi-Tenant
- Paperclip controls administration

### vcf4Compliance

- FINRA & SEC Standards SaaS in MS Azure Isolation & Multi-Tenant
- BD Compliance controls administration

Open architecture provides the ability to upgrade or replace core software applications and peripheral devices without programming or cumbersome reconfiguration. These features combine to eliminate space-consuming paper, time-consuming paper file searches and minimize document loss.



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Paperclip has a variety of subscribers from large broker dealers (AXA Retail  $\sim$  4,500 users going to 5,000), insurance companies (Penn Mutual  $\sim$  1,500 users), brokerage general agencies (CRUMP  $\sim$ 1,000 in-house users) and hundreds of other companies all within a supply chain. Life Brokerage Technology Committee (LBTC) annual surveys consistently report Paperclip as the market leader.

The success of VCF lies in the 1998 subscription model taking the entrance barrier away whereby document management could be deployed for any size organization. Next was Internet eXpress (1999); our ability to deliver released work electronically and tracked directly into the receiver's workflow continues to provide the most efficient process. Updating sender's VCF desktop with tracking and stage information assures the processor that the business is received and is being worked on.

**VCF Auditing** is a true auditing subsystem meeting the needs of every organization utilizing the paperless process. Many regulations and recent laws have set the requirements for auditing electronic documents. Protecting information as required by regulations such as Sarbanes Oxley, HIPAA, GLB, and others, "Chain of Custody" is the common foundation.

VCF Auditing (VA) is designed to meet the various requirements set forth by regulations.

Starting with its core design, VA provides use of its own database, administration and security. This deployment satisfies the requirement needed for an independent disinterested third-party audit such as the Security & Exchange Commission Rule 17a-4 for paperless processing.

VCF subscriber can follow the life of a document from cradle to grave, documenting retention and destruction policies and procedures. External and internal auditors can quickly focus audits on documents, folders, users and more. Audit Reports can be customized and outputted to paper or various electronic formats.

# The Capture Place

**The Capture Place (TCP)** is a set of Web applications which enables end users such as field representatives to collect electronic documents package for transmission to an IDM solution. Users only need a web browser to operate. TCP provides the tools for collecting scanned images, "drag & drop" and print to Tiff documents. This data can be transformed, packaged and transported to the recipient for further processing. TCP can leverage electronic attributes of documents for a No Programming capture solution.

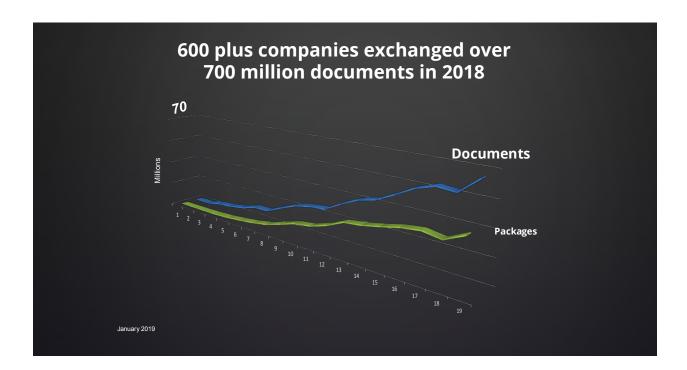
The user can now extend the "Straight Through Processing" model to their sales force, field processors, third party agents, business partners and others. TCP processes EDX Packages into a company's workflow and integrates dissimilar document management solutions. TCP can reduce document processing costs by extending the ability for others to capture documents and automatically feed any document management system.

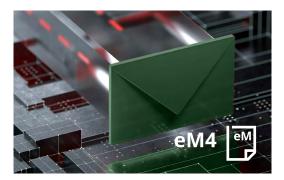


Internet express (IE) connects dissimilar document management systems so documents can be easily exchanged. It provides the opportunity to enable businesses to exchange documents without any manual intervention, thus achieving "Straight Through Processing". IE enables organizations of any size to transmit any document that is critical for the targeted financial industry securely and auditable.

Utilizing the accepted Electronic Document eXchange Version 3.2 (EDX 3.0 – Oct, 2006) for packaging electronic documents, any EDX V2.0/3.0 compliant system (or with use of the optional EDX Translator) can connect to the IE service seamlessly. IE allows the user to transport electronic document packages across the global internet, while providing features for security (HTTPS:) and tracking via a Web Portal or directly on the dashboard of VCF subscribers.

This service is the only solution of this nature on the market. The Internet eXpress service has been operational for 19 years and supports the majority of independent life application submissions. IE supports industry standard data dictionaries. Subscribers map their ECM/IDM solution to the IE Data Dictionary once and they then can exchange with any other subscriber seamlessly.





"e-Mail for Compliance" (eM4) is a unique service recognized by Gartner in their 2016 Market Guide that provides a level of true email compliance for both B2B & B2C email communication needs. It is simple to use, requires no training and works for organizations of any size. Disinterested Third Party Audit meets the compliance demands.

eM4 Service connects subscribers seamlessly into a "many to many" network, ensuring the member trading partners are secure and in compliance. Emails are encrypted with 168 bit - Triple DES symmetrical keys before delivery to the targeted email server. Service does not store or forward emails. Disinterested Third Party (D3P) auditing makes reporting available to all subscribers and regulatory authorities as necessary. 3rd Party Proof of Delivery and Proof of Readability meet compliance for document delivery via email. Commodity pricing enables organizations of any size to subscribe.

eM4 has multiple B2B deployment options that meet the needs for organizations of any size. These options do not require logins and passwords; no changes to user workflow habits.

- Enterprise Relay is an on-premise appliance which is plum in between the mail server and the delivery gateway.
- Hosted Relay is a multi-tenant service that supports subscribers leveraging cloud based email solutions (i.e., Google, Microsoft 365, etc.).
- Cloud Client is designed for the desktop subscriber which requires no software to be installed. It simply installs as a new email account into their email client. Paperclip has a storefront where people can sign up, pay and install without Paperclip's support.

**eM4 B2C** users receive and send secure emails from Paperclip hosted web mail. This solution offers multiple authentication schemes from Login/ Password, Proof of Delivery with wallet security to no password required.

**eM4 Proof of Agreement (POA)** is an electronic signature experience with no setup required, supporting 17 file formats, click and sign, and third-party archiving. POA is a 3-step process: Proof of Delivery, Proof of Readability, and Proof of Agreement.

