

# Why Email Archiving?

## An Overview for Decision-makers

### Legal Security for Your Company

As email has become the most common form of business communication, most countries have put email compliance laws or regulations in place that require companies to keep their email available for use in litigation or other legal procedures. Whether you are a small business or a large corporation, managing vital company data contained in emails and file attachments is getting increasingly complex, making it a sensible choice to develop your own email retention policy.

Email archiving enables you to meet the terms of retention rules applicable to your business: All company emails are stored in a central and secure location from which they can be retrieved easily, enabling you to respond rapidly and reliably to any legal requests.



### Using emails as evidence

Emails may be accepted into evidence by the courts as part of legal disputes. By creating a complete archive of all emails that is certified tamper-proof, you put your company in a strong position to defend itself in such lawsuits.

### Increased productivity

Up to 75% of a company's mission-critical information is saved in the form of emails. Having efficient access to this data and having it available to all staff at any time is a key factor in boosting productivity and gaining an edge on the competition. Email archiving allows you to maximize the potential of emails as a tool for your company and have them available for use now and into the future.

### Protection against the loss of data

Important emails can be lost due to technical glitches or because of accident or intentional deletion. For instance, employees often delete their entire inbox when they leave the company. To prevent the loss of this data, an email

archiving solution can be configured to archive all emails before they are forwarded to users.

## Lower IT costs

Upgrading and maintaining overloaded email servers, complex data backups, time-consuming recovery, and long downtimes when servers fail continually cost a company both time and money. Using email archiving, a number of email-related IT issues can be solved while also streamlining your IT processes.

With the money saved, the email archiving solution generally pays for itself in no time.

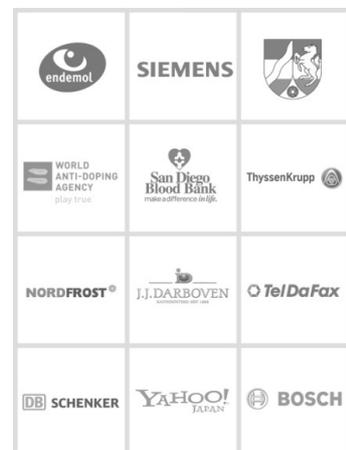
## Independence and security

At many companies, emails are not stored on local email servers under the company's control but on the servers of online service providers. This means that you have to trust the back-up tools used by this company and that it will be around in the future.

By archiving this externally managed data in-house, you can achieve an extra level of security using our simple and effective backup tool.

## About MailStore Server®

- Software solution for all SMEs
- Strong market presence: In use at over 4,000 companies with between 5 and 3,000 inboxes
- Maximum degree of independence: Powerful export functions mean your company is independent even from MailStore



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