

Use case Business partner doing declarations which you need to archive

In many business processes, companies rely on external partners to perform administrative tasks. For example, a customs agent may complete declarations and send the supporting documents to the company.

Traditionally, these documents arrive by e-mail. Someone then needs to review the attachments, verify that everything is complete, and archive the documents in the correct location. This often results in unnecessary double work.

SnapForm simplifies this process.

Instead of receiving documentation by e-mail, you define exactly which documents you need and add a few control questions to confirm key details upfront.

Once configured, you publish it as a SnapForm and link it to the appropriate Workspace — for example, the Workspace for DMR Trading.

The form can then be accessed through a simple QR code or URL, which you share with your business partner.

When the partner opens the link, they complete the form and upload the required documents. Each submission automatically creates a new instance in the Workspace.

Your partner only sees the form as an external user, while your company can access all submissions within the BizzControl environment.

You can monitor the status, validate the information, and ensure all documents are complete.

And that's it.

All information and attachments are automatically stored and organized in the Workspace — removing double work and making collaboration much easier.

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