



DATASHEET · CAPTURE · STORAGE MOUNTS

Moving everything first so AI can read it? Just connect the storage you already have.

A Storage Mount is the saved connection to your NAS, server, S3 bucket or email mailbox. Connectors, the import wizard and Workspaces with their own storage all use it, so nobody enters credentials twice. Built for IT and administration teams.

AT A GLANCE

One connection via SFTP, WebDAV, S3, IMAP or Reverse-SSH: checked once with **Test Connection**, stored encrypted and monitored on a schedule. Connectors, imports and Workspaces then build on it.

01 · WHAT IT IS ABOUT

Your storage is already there. PaperOffice connects to it.

Contracts sit on the NAS, scans on the server, exports in an S3 bucket. A migration costs time and trust. With a Storage Mount you set up the connection once. A Connector then reads the folders, the import wizard brings in existing files, or a Workspace stores directly on your SFTP storage.

CONNECTION TYPES

SSH/SFTP, WebDAV, S3-compatible, Email (IMAP), Reverse-SSH and the Scanner Endpoint

TWO PURPOSES

Import source for Connectors and imports, or BYOS-Storage for Workspaces

MONITORING

Scheduled heartbeat, email alerts on problems, activity log per mount

ACCESS

Web app under

Document AI › Storage Mounts

, REST API and MCP

**Six connection types**

SSH/SFTP for NAS and servers, WebDAV such as Nextcloud, S3-compatible buckets, IMAP mailboxes, Reverse-SSH and the PaperOffice Scanner Endpoint.

Purpose fixed at creation

Import source or BYOS-Storage: the purpose is fixed once the mount is created. A mount that stores Workspace files stays locked for Connectors.

Test first, then save

Test Connection checks host, credentials and base path, even before the mount is saved. PaperOffice stores passwords, keys and tokens encrypted.

File browser

Browse folders on the remote storage right inside PaperOffice and create new folders, with no extra tool on the NAS.

Heartbeat and alerts

Reachability and latency on a schedule, from every 5 minutes. After repeated errors an email goes to up to five addresses, and the all-clear follows on its own.

Your own storage, replicated

As BYOS-Storage, a Workspace stores every document as an AES-256 encrypted archive on your SFTP storage. Additional SFTP targets mirror every file operation.

02 · HOW IT WORKS

Connect once. Use it everywhere.

You set up a Storage Mount in four steps in the web app. What happens to the files afterwards is up to the Connector, the import wizard or the Workspace. The mount itself holds the connection.

1

Create the mount, pick its purpose

Under **Document AI** › **Storage Mounts**, click **Add Storage Mount** and set the purpose: **Use as import source** or **Use as BYOS-Storage**.

2

Enter the connection

Pick the protocol under **Connection Type**, then host, port, user, password and base path. For S3, add the endpoint URL and bucket.

3

Test and monitor

Test Connection checks access. On the **Action** tab you set the heartbeat and the email alert for connection problems.

4

Put the mount to work

A Connector or the import wizard now reads from the mount. A new Workspace can pick a BYOS-Storage as its storage location.

TECHNICAL DATA

FEATURE	DETAILS
Connection types	SSH/SFTP, WebDAV, S3-compatible, Email (IMAP), Reverse-SSH, PaperOffice Scanner Endpoint
Default ports	SFTP 22, WebDAV and S3 443, IMAP 993; adjustable from 1 to 65535
BYOS-Storage	Via SFTP; documents as 7z archives (AES-256), encryption password of 16 characters or more
Monitoring	Heartbeat from every 5 minutes, alerts to up to 5 addresses, activity log per mount
Replication	For BYOS-Storage via SFTP: additional SFTP targets, failed operations are retried
REST API	storage_mounts/add, test, browse, mkdir, health, logs, mirrors-add (JSON body)
MCP tools	po_storage_mounts_add, _test, _browse, _health, _logs, _mirrors_create and more

03 · IN PRACTICE

One mount, three paths. How teams put it to work.

Make the NAS searchable

An SFTP mount to the NAS with a Connector in Index mode: the originals stay on the NAS, and PaperOffice reads every document for search and the agent.

A mailbox as an inbox

An Email (IMAP) mount for the invoices mailbox. A Connector picks up new messages, and attachments arrive as separate documents in the accounting Workspace.

HR files on your own hardware

The Workspace for personnel files stores on your own SFTP server as BYOS-Storage. A second SFTP server is set up as the replication target.

FREQUENTLY ASKED QUESTIONS

What is the difference between a Storage Mount and a Connector?

The Storage Mount is the connection with its credentials. A Connector uses a mount as its import source, watches a folder there and brings new files into a Workspace, either as an import or as an index.

How safe are the credentials?

PaperOffice stores passwords, keys and tokens encrypted. MCP responses never contain them. A mount accepts a self-signed certificate only after you explicitly allow it.

Our server can't be reached from outside. What now?

Choose `Connect local folder via Reverse-SSH` as the connection type. A machine on your network opens an encrypted outbound tunnel to PaperOffice, so you skip inbound port forwarding.

Can I manage mounts through the API?

Yes. The REST API creates mounts, tests connections, reads health status and logs, and manages replication targets. The same functions are available as MCP tools, such as `po_storage_mounts_health`.

GET STARTED

Connect your first storage today

Create an account at app.paperoffice.ai, add your first mount under `Document AI > Storage Mounts` and click `Test Connection`. The pricing page shows how many mounts your plan includes.

paperoffice.ai/en/ai-storage-mounts-cloud-storage-connections



MORE ABOUT THE MODULE

paperoffice.ai/en/ai-storage-mounts-cloud-storage-connections

PRICING

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