

How you create  
contracts can  
increase productivity  
and decrease risk.

**Thomson Reuters Contract Express**  
Intelligent, trusted document automation



the answer company

**THOMSON REUTERS®**

# What if your contract creation process was more streamlined and reliable?

Salespeople are constantly under pressure to close deals faster, but they often have to wait for a lawyer to draft and approve the contracts. This also puts in-house counsel under pressure to get contracts out the door faster and still maintain an acceptable level of risk.

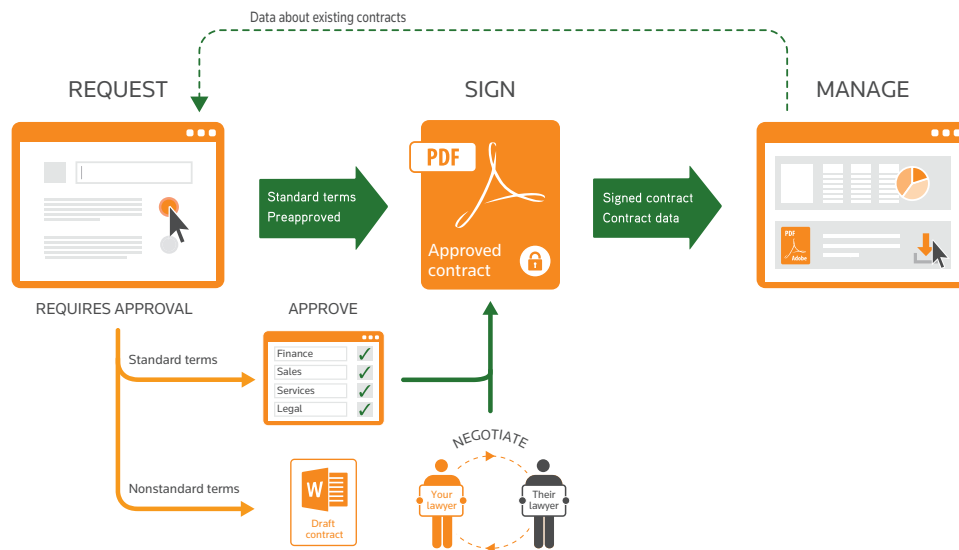
In addition, in-house counsel are also inundated with requests from other groups such as HR and procurement that require a high volume of complex and highly configurable documents simply to maintain normal business operations. Unfortunately, the manual drafting process for every document can be time-consuming and prone to errors. It also lacks a formal set of quality controls, and the absence of a central audit trail increases risk during approval and negotiation.

## Contract Express contract automation is the answer

Contract Express is the trusted way to establish a self-service contract creation and management process so you can eliminate the legal department bottleneck to **increase productivity** and allow your legal team to concentrate on higher value work, while **reducing risk** through improved controls and compliance.

A wide range of organizations are currently using Contract Express to automate how they create and manage their NDAs, license agreements, sales agreements, procurement agreements, and more.

## How does Contract Express work?



1. The legal department automates their templates and configures them with various approvals and playbook options.
2. To request a contract, business users answer a questionnaire that guides them through the interview process. If their answers are complete and compliant, Contract Express generates a document that is ready for signature.
3. Incomplete, non-compliant, or non-standard requests are routed for review to lawyers that are now free to focus on the contracts that require their legal expertise instead of drafting routine documents.
4. Business or legal approvers receive an email alert when a new document request requires their attention. They can view and edit the user's answers and approve, reject, or reassign to another approver. Fully styled Microsoft® Word versions of the document are also available for download to users with appropriate permissions to facilitate making further manual edits and negotiations with the counterparty's lawyers.
5. Every step of the Contract Express process is logged for audit and management reporting. Executed contracts, along with answer files, can be stored within Contract Express or can be exported to an external location of your choice.

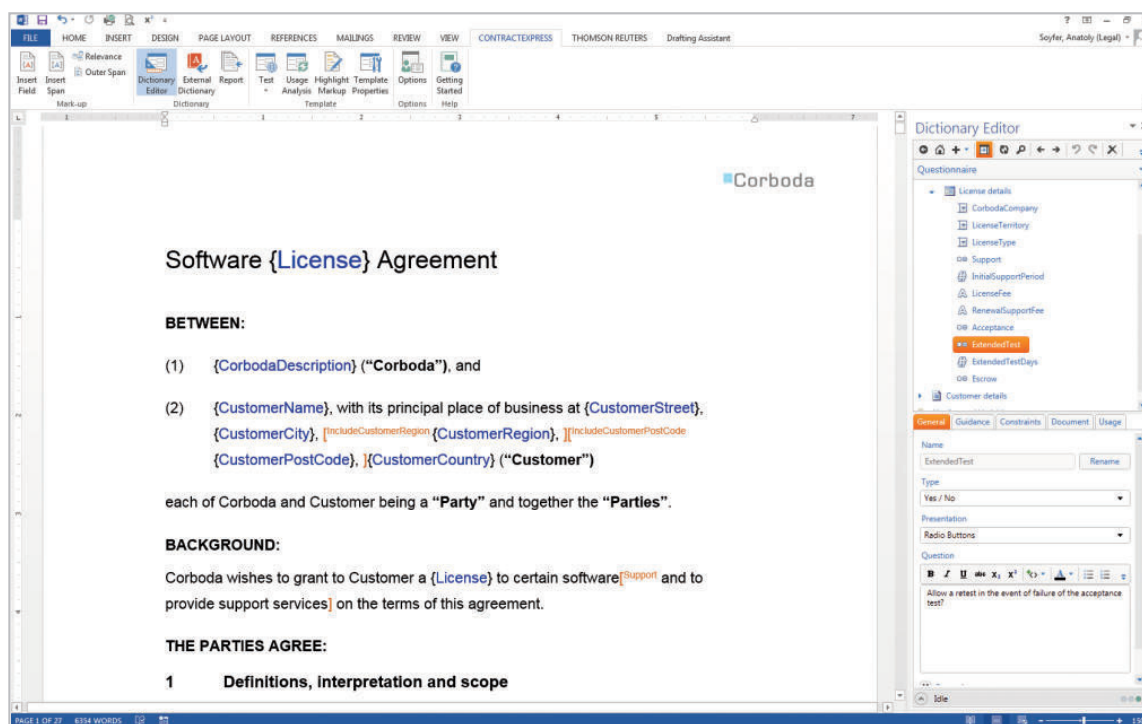
“Sales can create a contract at one in the morning, one in the afternoon, or on a weekend – whenever they want. You don’t have to go through my department, and we’ll never slow you down.”

Seth Weissman  
Vice President and General Counsel  
SolarCity

“The functionality never ceases to amaze me. Just when I think that Contract Express cannot possibly accommodate the particular details and intricacies of our contracts and the integration with our business system, I am proven wrong.”

SVP and General Counsel  
Major U.S. Corporation

### The Contract Express difference



Contract Express is the solution that delivers an intuitive template authoring experience that’s *designed for lawyers to use, not IT programmers*.

Contract Express Author allows subject matter experts to author and automate contract templates directly in Word, reducing misunderstandings, testing, and delays when programmers need to be involved. And that means updates become quick and timely.

### Who is using Contract Express?

Some of the world’s most innovative law firms as well as Fortune 500 corporations use Contract Express to successfully automate their matters, contract creation, and approval processes. If you’d like to read more references, additional testimonials, and case studies, or start a free trial, please contact your Thomson Reuters representative or visit [www.thomsonreuters.ca/contract-express](http://www.thomsonreuters.ca/contract-express).

Find out more at [thomsonreuters.ca/contract-express](https://thomsonreuters.ca/contract-express)