

## PRACTICAL LAW CANADA AUTOMATED DOCUMENTS FREQUENTLY ASKED QUESTIONS

### Q: What is Contract Express?

**A:** Contract Express is a web-based document automation solution from Thomson Reuters that allows users to quickly generate a document by completing a questionnaire.

See [www.contractexpress.com](http://www.contractexpress.com) for more detail.

### Q: How is Contract Express functionality being integrated into Practical Law Canada?

**A:** Practical Law Canada will be integrating Contract Express document automation functionality into select standard documents within particular practice areas (Corporate and M&A, Commercial Transactions, Finance Practice).

Within these select standard documents, with a click of a button, users are able to quickly generate a customized document by completing an intelligent, step-by-step questionnaire.

Our launch collection will include 32 documents in total.

### Q: What 32 documents are being automated?

- A:**
- Confidentiality and Non-Disclosure Agreement: General (Short Form, Mutual)
  - Confidentiality and Non-Disclosure Agreement: General (Short Form, Mutual, Abridged Boilerplate)
  - Confidentiality and Non-Disclosure Agreement: General (Long Form, Mutual)
  - Confidentiality and Non-Disclosure Agreement: General (Short Form, Unilateral, Pro-Discloser)
  - Confidentiality and Non-Disclosure Agreement: General (Long-Form, Unilateral, Pro-Discloser)
  - Confidentiality and Non-Disclosure Agreement: General (Short Form, Unilateral, Pro-Recipient)
  - Confidentiality and Non-Disclosure Agreement: General (Long Form, Unilateral, Pro-Recipient)
  - Confidentiality and Non-Disclosure Agreement: M&A
  - Confidentiality Agreement: Early-Stage Business (Pro-Discloser)

- Confidentiality Agreement: Joint Venture Negotiations
- Confidentiality Agreement: Lending
- Notice of Breach of Confidentiality and Non-Disclosure Agreement
- Board of Directors: Minutes of Meeting
- Board Resolutions: Resolutions in Writing
- Shareholders' Resolutions: Resolutions in Writing
- Shareholders' Resolutions: Organizational Resolutions in Writing
- Directors and Officers: Written Declaration of Interest
- Directors: Consent to Act (OBCA Corporation)
- Directors: Consent to Act (CBCA Corporation)
- Unanimous Shareholder Declaration
- Resignation of a Director or Officer
- Amendment Agreement
- Release Agreement (Mutual)
- Termination Agreement (Mutual)
- Waiver
- Assignment and Assumption Agreement with Optional Novation
- Letter of Intent: Commercial Transaction
- Memorandum of Understanding: Commercial Transaction
- Indemnification Agreement (Short Form)
- Indemnification Agreement (Long Form)
- Letter of Intent: Asset Acquisition
- Letter of Intent: Share Acquisition

*Last updated June 29, 2018.*



**Q: Will Practical Law Canada be automating further documents with Contract Express functionality?**

**A:** This will be determined based on customer feedback on our launch collection.

**Q: Who will have access to these documents?**

**A:** Practical Law Canada users who subscribe to three or more modules will be able to access these documents. If a customer does not have a qualified subscription, they will not be able to access the automated version of these documents.

**Q: What if I don't buy three or more modules – can I still access these documents?**

**A:** Yes. Customers can continue to access all documents within their subscriptions. However, they will not be able to access the automated versions of these documents.

**Q: If I only buy Contract Express, can I access these documents?**

**A:** No.

**Q: Where can I access the Practical Law Automated Documents?**

**A:** Practical Law Canada Automated Documents can be accessed via Practical Law. If you also subscribe to Contract Express, you can additionally access them via Contract Express. If you also subscribe to Drafting Assistant – Transactional, you can access them via Drafting Assistant.

**Q: Will my usage of automated documents be tracked on the usage report?**

**A:** Yes. Our business intelligence tool will be enhanced to track your usage of automated Practical Law Canada documents.

**Q: Where will the data reside?**

**A:** Data that is inputted by Contract Express users when using Practical Law Canada Contract Express Automated Documents will reside on Canadian Servers.

