

Innovative Contract Drafting

Invite the future into your legal department

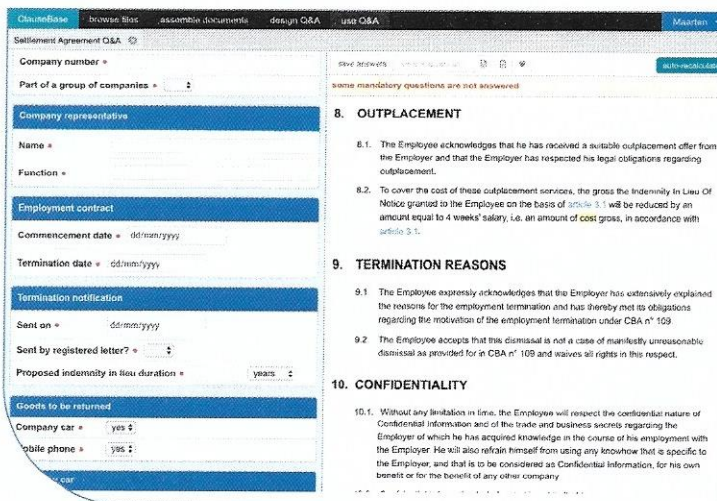
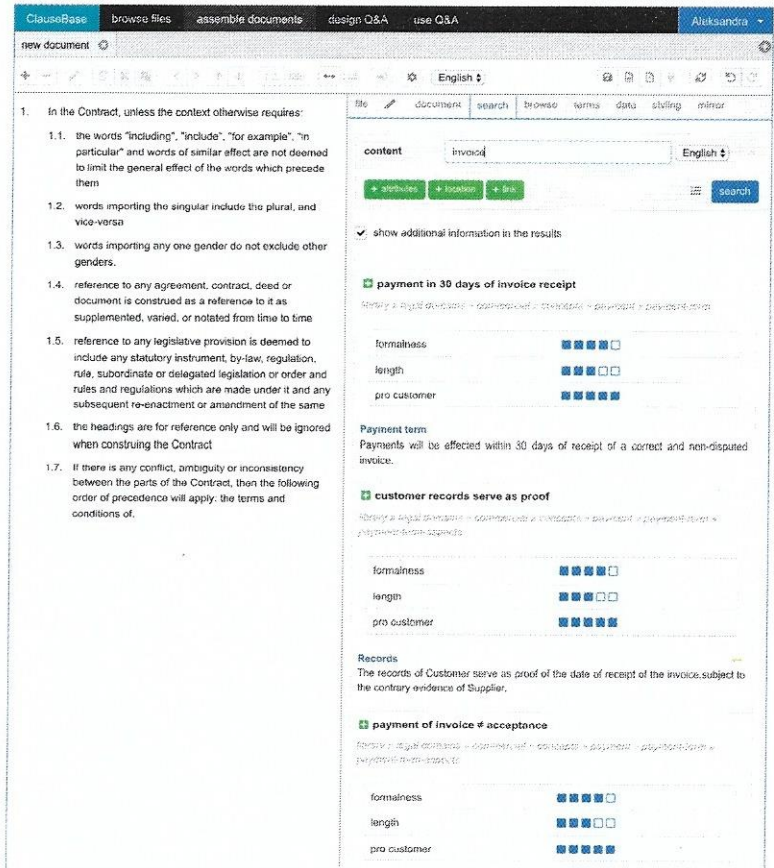
www.clausebase.com

ClauseBase is legal drafting software built by lawyers, for lawyers. It enables the creation of a first draft in a matter of minutes, allowing lawyers to focus on actual legal reasoning and strategic tasks.

In ClauseBase, documents consist of intelligent clauses that can be easily searched on and put together. Clauses adapt to the documents they are inserted in and can be replaced by simple click.

Clauses and templates can either be selected from a company's private library of contracts or from the "public" library that comes with the software.

When clauses are inserted, grammatical corrections, changes in terminology and definitions adapt automatically – no clean-up is necessary. The software is fully interactive, and all changes are immediately visible on the screen.



Lawyers can optionally create questionnaires to allow business users to quickly create contracts by answering a few questions.

Those answers can go beyond simply "filling in the blanks", as entire parts of the contract can be made dynamic and subjected to conditions.

Business users can thus be guaranteed to create contracts that comply with all internal business policies.

Traditional workflow

The traditional legal drafting workflow is time-consuming, repetitive and error-prone. Ask yourself how much time is lost with:

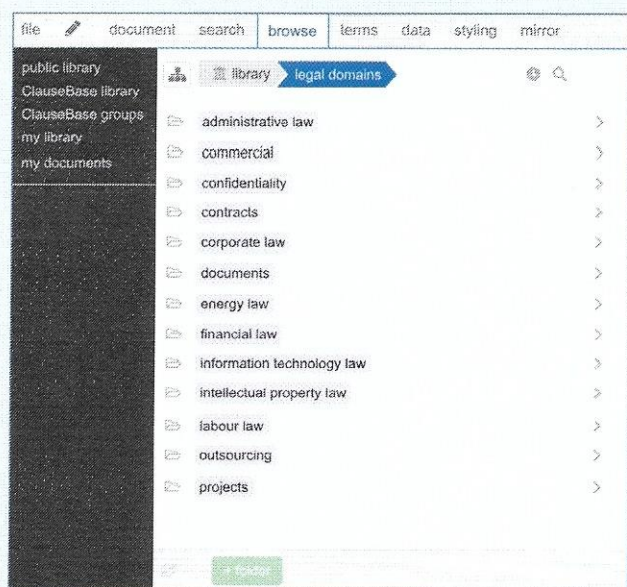
- finding the right template to start with (or cleaning information from a document used for a previous deal)
- making basic grammatical changes to clauses copied from other documents
- chasing colleagues to find a more suitable version of some clause
- “fighting” with the complex numbering and layout controls of MS Word
- ensuring a standardised and consistent layout across different documents
- reviewing standard documents created by business users

Efficient workflow

ClauseBase makes the drafting process simple and efficient, enabling you to focus on actual legal reasoning and strategic tasks, by allowing you to:

- build a rich library of templates and clauses
- quickly find relevant templates and clauses
- insert or swap clauses with a mouse click
- automate contracts, by hiding or changing clauses if certain conditions are no longer met
- rely on fully automatic clause numbering and cross-references

ClauseBase also offers you tools to build an interactive questionnaire on top of a document template, to allow business users to create legal documents by answering a few easy questions. Changes made to a template can be strictly controlled, so that business users will only create compliant documents that require no review.



No technical expertise required

Other legal drafting software requires extensive involvement of IT departments – not only to install the software, but also to actually create documents.

ClauseBase is secure, cloud-based software that does not require any installation or other dependence on IT experts. Training is only necessary for those lawyers who will create new clauses, and this training is given by lawyers.

Our legal consultants are at your disposal if you require additional guidance when drafting clauses or organising your legal content.

Features in detail

Clause library

- store an unlimited number of clauses
- store multiple variations of each clause (e.g. a neutral, short and protective version)
- store clauses and templates either in the personal library, or in a library shared across the department or office-wide
- intelligently search on keywords
- define an unlimited number of legal attributes to enable advanced searching (e.g., *“search for IP clauses in the field of distribution law that are strongly advantageous to the distributor”*)
- store relevant legal doctrine or case law references in clauses

Grammatical features

- create multi-lingual clauses and templates
- rely on the automated conjugation of verbs, nouns, adjectives and pronouns

Business questionnaires

- each template can be turned into a questionnaire, to facilitate easy contract creation by business users
- questionnaires are interactive, immediately updating the resulting contract and hiding questions that have become irrelevant
- answers can dynamically change content – e.g. hide, change or insert sentences and clauses
- questions and answers can be dependent on predefined conditions, which can refer to any legal or business aspect
- questionnaires can be optionally made available to (business users of) clients

Export

- export to PDF or DOCX (MS Word) file
- create fully compliant MS Word files, with automatic numbering and cross-references

Automation

- words, sentences, clauses or even entire subdocuments can be dependent on predefined conditions
- any legal or business aspect can be used as a condition (e.g., language, applicable law, contract duration, liability cap, deal value, signatory, warranty, ...)
- separate static content from dynamic content through the use of data-fields
- use data-field values in calculations (e.g., to calculate a deal value, a share percentage, or the total contract duration)

Styling

- typographic styling (font, spacing, numbering, ...) can be defined per person, department and office
- extensive legal styling controls are available to control how definition lists, enumerations and clause references are shown

Security

- ClauseBase is cloud-based software, hosted in a state-of-the-art data centre located in Brussels with multiple layers of security
- access rights can be defined per clause and template, allowing advanced control over who (department team, office colleagues or clients) can access what