



# Contract & Legal Case Management

## Secure contract approvals up to five times quicker – all with 100% process compliance

When it comes to contracts, there is no room for error. They are the documents upon which your business is built, defining relationships with everyone from suppliers to employees. Yet poor contract management continues to undermine the ability of many businesses to achieve their full potential.

Successful contract management processes facilitate stronger contract terms, quicker contract approvals, high levels of governance compliance and low levels of inefficiencies and human errors.

With TerraLink’s Contract and Legal Case Management solution, which is based on the OpenText Contract Center platform, businesses from all sectors can now enjoy the benefits of robust, automated and cost-effective contract processes.

Our solution works with all contracts and legal agreements, implementing best practices across every stage of the contract process, from authoring and negotiation to execution and renewal.

### Its highlights include giving you:

- A centralized repository that avoids contracts living in silos and ensures all business departments can access and understand appropriate agreements
- Simplified contract creation processes with pre-approved templates, language and clauses
- Assigned tasks, alerts and reminders to ensure you meet your contractual obligations
- Customized reports that provide instant performance analysis on your contract procedures

### TerraLink results

- Contract approvals secured up to five times quicker
- Non-standard contracts and clauses reduced by half
- Contracts found up to three times quicker via improved search functionality
- Paper-free contracts thanks to a 100% electronic approval process
- Guaranteed process compliance with automated contract approval paths

#### Contract Processing

- Capturing & Recognition
- Validation & Dispatching
- Approvals
- Inbox Management
- Triggering Processes

#### Contract Management

- Business Workspaces
- Business Relationships
- Content Management
- Collaboration

#### Contract Delivery

- Omni-channel real-time contract delivery
- Ad-hoc and rule-based document assembly
- High Volume output

- Archiving
- Records Management
- eDiscovery

#### Contract Governance

## Six common contract management challenges






- The risk of data mismatch is increased when contract text approval is not linked to business systems.
- If contract approval processes do not follow strict procedures and policies, a failure of compliance can lead to unauthorized persons approving contracts.
- When power of attorney and legal case management is not automatically integrated with contracts, significant time can be lost trying to find all relevant information.
- Without consistency in the language used in clauses, terms and conditions, businesses face a heightened risk of unfavorable contracts.
- Human error can result in financial penalties or even litigation when contractual obligations are being manually managed.
- Opportunities may be missed to close deals, recruit staff and even complete acquisitions when contracts are manually – and slowly – produced.

## How can TerraLink help your business?

- Accelerate cycle times, eliminate errors and drive operational efficiencies by automatically passing information to your ERP system.
- Ensure best practice with the use of common terms and approved language to automatically safeguard your interests and reduce revenue leakage.
- Deliver increased speed, cycle times and governance by maintaining a searchable library of approved terms and clauses.
- Reduce the number of missed deadlines, penalties and sanctions by providing automatic alerts to time-sensitive contractual matters.
- Save time and minimize risk through automated contract generation based on templates and ERP/CRM data.
- Deliver powerful insights into contract performance through robust search and analytics tools.

**When you work with TerraLink, you enjoy the support of an experienced team with an international perspective. We've completed more than 20 Contract and Legal Case Management projects in seven countries across three continents. We are capable of quickly determining the optimal solution to fit your circumstances and have both cloud and on-premise implementations in our portfolio.**

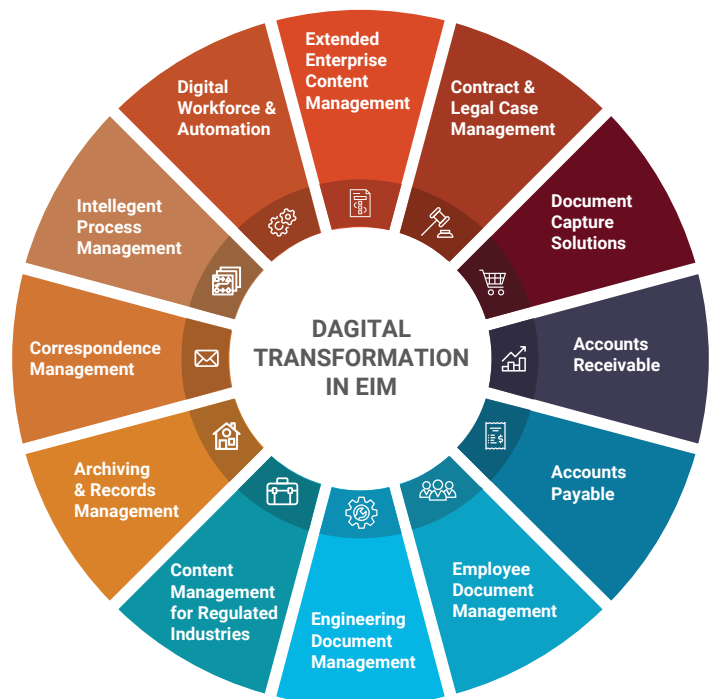
### Experts trusted around the world

-  More than 50,000 users benefit from our Contract Management installations
-  A team of 200+ skilled professionals are ready to implement your solution
-  The average TerraLink team member has 11.4 years' experience
-  TerraLink has been an OpenText Platinum partner since 2009
-  Guaranteed stability, scalability and innovation

**opentext**™ | Partner  
Reseller Platinum



### Our solutions



### TerraLink Canada

+1 (416) 593-0700  
info@terralink.ca  
www.terralink.ca

### TerraLink USA

+1-844-837-5465  
info@terralink.us  
www.terralink.us