

Workshare Transact

# Helping you craft a perfect deal close



## Deliver a perfect checklist of documents on time, every time



Control your checklist in one online workspace



Review, secure & deliver perfect documents



Assemble closing binders within 48hrs of deal close

With Workshare, you get an innovative way to craft the perfect checklist of documents in a fraction of the time it takes using traditional methods. The online process mirrors so closely how teams work that you will feel right at home with this new solution.

We understand the mass of work and the number of hours involved in delivering a perfect checklist for your clients. So having a simple and effective way to control every deal is invaluable. You can minimize the time you spend on admin, searching your inbox for email attachments, and maximize the time you spend on high-value activities.

Using Workshare Transact, you can build an online checklist for your deals; securely share the documents anchored to each line; simplify complex review cycles; and deliver fully executed versions of every file.

We also know how important it is that you're able to accurately report on the status of a deal. Communication with the stakeholders involved is crucial. A simple traffic light system, gives those invited into the deal a status update at a glance and you can track exactly where you are in the transaction. With this clarity and insight you can have complete confidence that you're always in control.

You should use Workshare if you want to...

**Be more productive** – Use your brain power on high-value activities – talking to clients, drafting agreements and completing negotiations. Don't waste time and energy on document admin.

**Build a great reputation** – Get your bibles or closing binders to clients within 48hrs of deal close and create a lasting impression as being easy to work with and always able to deliver.

## Your time counts.

Small changes. Big results. Using Workshare's simple and intuitive online deal checklist solution, you could see a **75% reduction** in the time you currently spend preparing a bible or closing binder.

Be more productive, close deals efficiently and move on to the next project faster .

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## Deliver a perfect checklist of documents on time, every time



### Control transactions

Organize the files related to a deal in a single, secure, online workspace. Move away from your inbox and remove the need to email documents to and fro, always hunting down the latest version. Workshare automates the process of sharing and controlling multiple drafts of a file through a dynamic checklist. Get to the final, signed versions of your agreements faster, securely and with 100% accuracy.



### Improve productivity

Drastically reduce the amount of time you spend on document administration and get back to high-value activities. You won't need to use email to share files, which reduces excessive document admin time that has to be written-off. With secure sharing and document comparison built in to the solution, you can remove time-consuming steps and improve overall productivity.



### Move on to the next deal, fast

Produce your closing binders or bibles within hours, rather than weeks, of the last documents being signed. Files are finalized as-you-go and, by creating final versions with Workshare's PDF editor, drag-and-drop assembly is possible in a fraction of the time it takes today. Get the closing binder to your clients within 48hrs every time and move on to the next project.

### About Workshare

Workshare is dedicated to helping professionals compare, protect and share their high stakes documents. Since 1999, Workshare has developed and released intelligent technology for business services firms. Now, more than two million professionals use Workshare around the world.

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