

# How to craft a perfect deal close

Legal teams are always under a great amount of pressure during a deal close to deliver what the client wants – the perfect result. What distracts lawyers from a smooth close is the chaotic file-storm, which inevitably gets whipped up.

When you need to prepare documents to close a deal, fast is good, but perfect is essential. Workshare can help you deliver both.

We understand the mass of work and the number of hours involved in delivering the perfect end result to your clients during a deal close. Drafting and review cycles can be slow, when clients are pushing for matters to be completed fast. Negotiations can be hard, so you need assistance to advance the deal to the next stage.

Ultimately, everything needs to be tied up for the benefit of your client and to everyone's satisfaction—after all, you want to secure the relationship, your reputation and future revenue.

With Workshare Deal Checklists, you can secure the fast, smart way to get from a first draft to the final version - simplifying a complex review cycle to achieve a perfect checklist and a closing binder within 48hrs of deal close.

## WORKSHARE 9 | DEAL CHECKLISTS AND CLOSING BINDERS

Improve productivity and complete your checklist and perfect closing binder - fast.

- ▶ **Be more productive** as a firm by using the best brains in your business on high-value activity - document drafting and negotiation. You can entrust the document admin to Workshare.
- ▶ **Get a reputation** for completing your closing binder accurately and quickly.

WORKSHARE,  
TRUSTED BY  
**98%**  
OF THE  
WORLD'S  
LARGEST  
LAW FIRMS

...AND  
**66%**  
OF THE  
LARGEST  
FINANCIAL  
SERVICES  
COMPANIES

WORKSHARE - AS EASY AS 1, 2, 3

**1) Control transactions**

Organize and project manage all files for your deal in a single, secure place. Remove the need to email documents to and fro; move away from 'living in your inbox' and having to hunt down the latest version. Workshare Deal Checklists automate the process of sharing and managing multiple drafts of a file through a dynamic checklist. Workshare allows you to get to the final, signed versions of your agreements faster, more securely and with complete accuracy.

**2) Improve productivity**

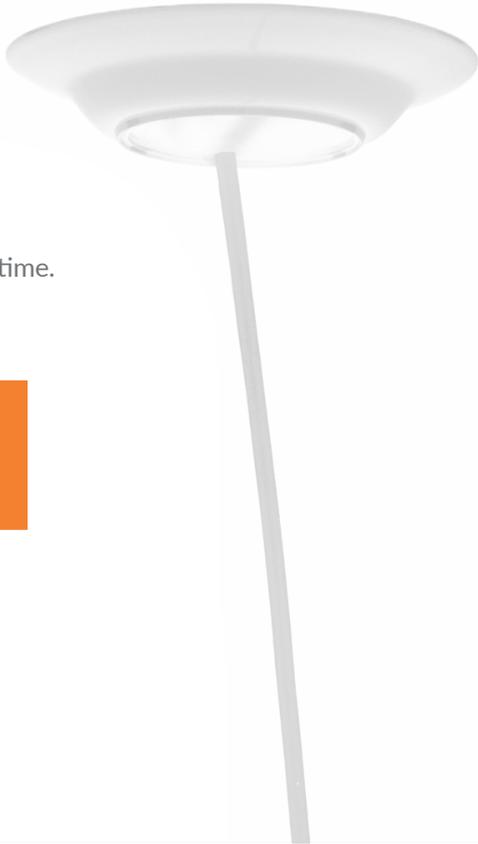
Drastically reduce the amount of time spent on document administration, and get back to high-value activities. Workshare Deal Checklists enable you to avoid using email to share files, eliminate data security risks and excessive document admin, which has to be written-off. All this takes place within a single location. With integrations to all major document management systems, you can remove time consuming steps from transaction processes and improve productivity.

**3) Create closing binders - fast**

With Workshare, production of a closing binder or bible can happen within hours, rather than weeks of the final documents being signed. With files organized on a complete-as-you go basis throughout the deal close, creating final versions with Workshare's PDF editor, drag-and-drop assembly is possible within a fraction of the time it takes you today. Get the closing binder to your clients within 48 hours every time.

**80%**  
OF LAW FIRMS  
RECOGNIZE THE  
IMPORTANCE  
OF DIGITAL TO  
THEIR FUTURE  
STRATEGIES

...ONLY  
**23%**  
HAVE STARTED  
TO MAKE  
CHANGES<sup>1</sup>



IF YOU WOULD LIKE TO TALK TO WORKSHARE ABOUT A SOLUTION FOR YOUR FIRM, CALL US ON +44 (0) 20 7426 0000 OR EMAIL [sales@workshare.com](mailto:sales@workshare.com)

<sup>1</sup> 2015 survey by PWC - <http://www.pwc.co.uk/industries/business-services/law-firms/overview-2015-annual-law-firms-survey.html>

**ABOUT WORKSHARE**

Workshare provides fast, smart and secure ways to get from document draft to final version. It's easy to share, review and compare files from anywhere, no matter how big the size or complex the content. With more than 15 years of experience, two million professionals in 70 countries now use Workshare on their desktop, mobile or tablet.



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