



Contrac™ is a web-delivered platform which enables you to manage and monitor a portfolio of contracts and to generate new contract documents from approved precedents.

Contrac™ is a web-delivered platform with a host of features and functions to assist your contract management activities. Contrac™ provides a collaborative workspace with accurate data on each contract and up to the minute reporting - all available from a secure web portal. Contrac™ enables you to manage a portfolio of contracts and to generate new contract documents, for various types of contractual commitments and approved precedents.

With this platform you can:

1. Store all contracts for 24/7 easy access (with group, sort and search facilities) for 'approved users' - this allows for multi-site access and contract management efficiency.
2. Record and update key fields, hold a soft copy of the related master document(s) with the file record and display on a 'contract home page' - this ensures data currency and document integrity.
3. Be alerted to the commitments and critical dates for each contract - this assists with compliance and reduces risk on reviews and renewals.
4. Use workflows (with escalations and validations) to improve process - this ensures consistent corporate standards and reduces risk.
5. Generate contract documents from signed-off precedents - this provides quality control and also reduces risk.
6. Produce reports whenever you need them - this improves information sharing and decision-making.
7. Easily 'discover' contracts in relation to a site, and/or operating entity - this is very useful for analysis and due diligence situations.

With key contract details and documents on display and alerts on every critical date, you need never 'lose' another contract or miss another renewal date.

Of course new contract documents can be generated, with considerable time savings, from precedent templates embedded within the solution.

Before your system goes live the organisation's existing contracts can be migrated with the key fields recorded.

With this platform you nominate internal approved users and have the opportunity to add other approved agents. You can connect your legal advisors so immediate advice can be sought when needed. In this case using a simple workflow, the organisation's user would communicate from within the web portal, requesting input from the legal team in relation to a specific precedent and/or advice on a clause for a particular contract.

This solution goes to the core of how organisations deal with other parties and has relevance and measurable commercial value to all mid-to-larger sized organisations.

Benefits delivered to:

- Operational Managers
- Financial Managers
- In-house Legal Counsel
- Directors
- Lenders (to the organisation).

Contrac™ is a web-enabled platform for the modern organisation. It delivers transparency, certainty and control.

Contrac continuum



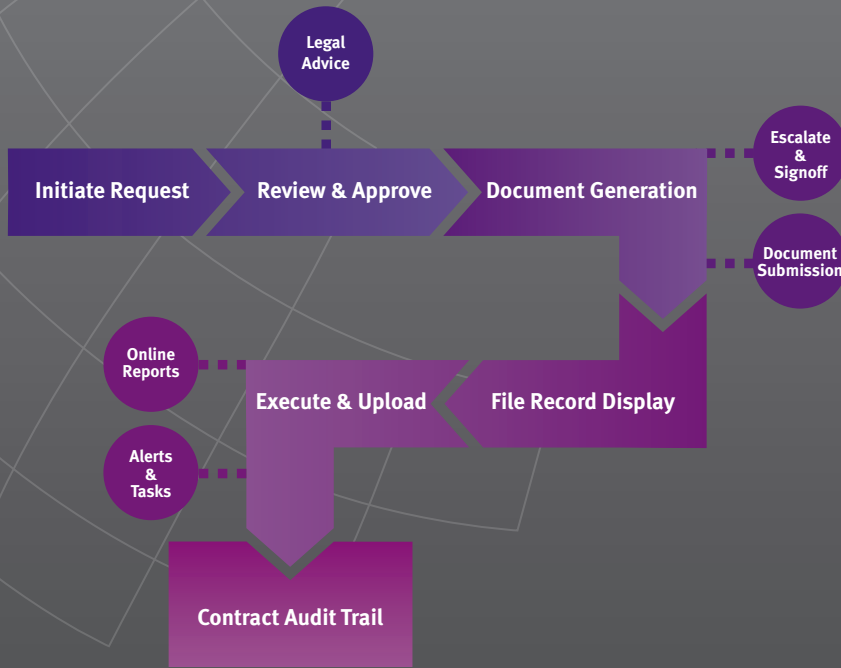
Typical applications

- Leases
- Distribution contracts
- Licensing agreements
- Employment contracts
- Software and ITC
- Marketing and Sponsorships
- Service contracts
- General contracts

Awards

- CMS 2008**
Lawtech Award for Innovation in Legal IT
- ALB Australasian 2009**
Innovative Use of Technology Award (liift recognised in association with Minter Ellison)

Contract delivery process



System features

- 1. Web Interface**
A secure internet portal can be accessed 24/7 by the approved users.
- 2. Instruction**
Multi-site instruction for new, renewed or varied agreements, via a series of intelligent web instruction form using approved precedents.
- 3. Alerts to Key People**
Alerts, expiry flags, workflow task e-mails – as required by your organisation are all part of the standard offering.
- 4. Dynamic Reports**
Data-rich aggregated reports, via e-mail, PDF and also accessed in restricted areas of the web site.
- 5. Territory Maps**
Visual maps show pop-ups on each location with summary data for all events. With a simple click on the map location you can navigate directly through to the specific lease file.
- 6. Automated Work-flow**
Sequential workflow for client-side actions (e.g. Initiate Contract). Ability to upload related key documents and to instruct legal advisors from within the web site.
- 7. Compliance**
Legal expertise can be incorporated if required. An audit trail and proof of actions, in response to requests and managing commitments, can be ensured.
- 8. Collaborative Documents**
Secure access to all key documents any time. Users can up-load into a file record.
- 9. Secure Data & Access**
SSL encrypted data; dedicated client records.
- 10. Governance Review**
Review of trends and compliance.

Key points

Contract™ will provide you access to a system using smart technology and dedicated functionality for managers with multi-site businesses.

- Hosted and fully supported solution.
- Dedicated and tailored extranet web site.
- Delivers an improved and cost-efficient business process.
- Fully maintained and secure database.

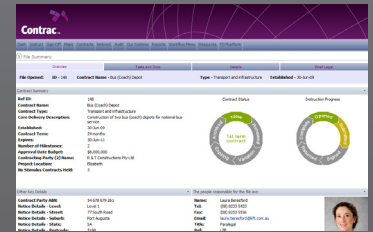
Each contractual agreement can be confirmed for approval by a responsible person from the organisation; a tailored workflow process is followed and the details are submitted into the database.

In-built benefits

Here are some of the features your organisation and people will appreciate with the Contract™ system:

- Multi-location, 24/7 web site access – and there is no software to buy or infrastructure to support.
- Client specific instruction web form – so you get information captured the way you want it.
- Historical data can be incorporated/migrated – so you don't lose any event history.
- Secure access to review data, with permissions for each user pre-set by the organisation.
- Standardised workflow and document generation – so you can focus on quality and compliance.
- Range of standard features and free upgrades – so you get the best system all the time.
- Operational management to display, details for your network, sites and suppliers – so you have current information.

Analysis



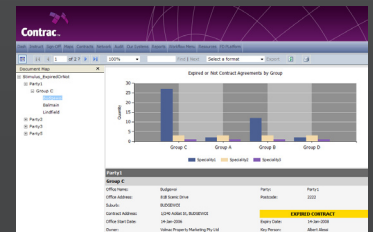
Requests for new contracts and/or updates to existing contracts are registered from the web portal. All the contact details and other information will be captured and can be viewed at any time. Closer analysis of data and documents is possible simply by selecting the file.

Dashboard



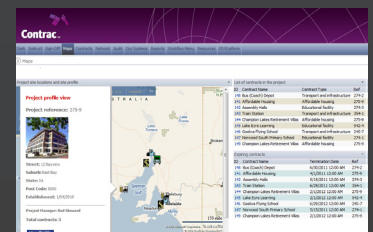
The various dashboards let you view instructions and contracts by type. You can then filter your views by month, and by site/region. This dashboard section gives a quick appreciation of contracts, in your network, at any time. These can be exported to image, or PDF for meetings and decision-making.

In-depth reports



The range of reports available lets you view (and drill-down) into the actions on any agreement - by month, by site, by type of contract and a number of other selections. Reporting can be extended to include operating performance, site maintenance expenditure and other data.

Maps



You can view the status of the contracts in your portfolio in various territory maps. Profiles for each site (by contract type) are shown, as well as listing the last 5 contracts confirmed for that site. You can navigate directly from the listed records to the File Summary page for that contract.



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