

contractworks™

Contract Management Software



Total Contract Transparency.

When it comes to your business's contracts, what you don't know can hurt you. Unknown milestone dates can lead to an accidental auto renewal on a service you don't need or the missed opportunity for contract renegotiation, all which costs your company money. Contracts scattered on desks, across multiple computers, and with several employees makes it hard to understand your contract portfolio and the location of your contracts, which creates unnecessary risk.

ContractWorks Contract Management Software provides you a simple, inexpensive way to gain control of your contracts and answer the big questions: Where are all my contracts? What are the milestones? Who has access? How can I share the details with my colleagues?

Why Choose Contractworks?

Low, predictable, flat-fee pricing:

Contract management software can be expensive. Implementation fees, migration fees, and costs for ongoing support can add up. At ContractWorks we provide you with the best solution for your business: simple contract management software, free from surprises when the bill arrives. Our low, flat-fee pricing provides unlimited users, unlimited contracts, all features included.

Intuitive software with 30 minute set up:

Most contract management systems are difficult to implement. Often, you end up paying for software that is hard to use with features that you don't need. We provide our customers with a simple, effective contract management solution that has the features needed to take control of your contracts and can be set up immediately.

Trusted by Businesses Across Industries



The features you need to take control of your contracts.

Complicated software doesn't get used. ContractWorks is deliberate in it's simplicity; designed to get you up and running in 30 minutes so you can start making a material impact on your company's contracts immediately.

Key Features

Customizable Alerts

- Set alerts on any milestone date you choose.
- Receive an email notification with links to the contract.
- Auto-renewing contract alerts update automatically.
- Add notes to alerts.

Flexible Reporting

- Quickly generate contract reports based on any criteria you choose.
- Sharable Reports allow for efficient communication.
- Schedule and save future reports.
- Export reports in .xls or .pdf.

Secure Contract Repository

- Unlimited document capacity, never pay more based on volume.
- Unlimited users allows you to invite anybody who needs access...on a controlled basis.
- Slots seamlessly into a strict compliance environment.

Advanced Search

- Instant "Google" style search across contract names and folder names.
- Advanced search and filtering based on any customizable tag.
- Turn advanced searches into reports to be shared or exported.

Permission-Based User Roles

- Select specific folders a user has access to.
- Choose what level of access they have: no access view-only, download, or full access.
- Only administrators can assign and change permission.

Simple Interface

- Users can be trained in minutes.
- Familiar folder-based structure.
- Drag & Drop upload, no plug-in required.

Rapid Setup

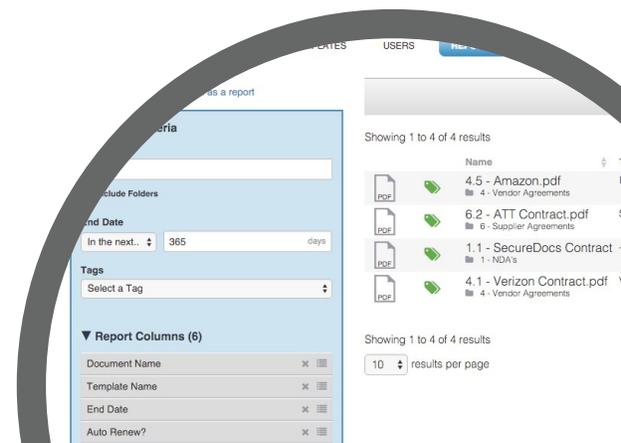
- Drag and drop contracts into folders.
- Import contract tags or meta data into the system.
- Build tags into contract types for consistent and rapid application on future contracts.

24/7 Support

- Available 24/7 by both phone and email.
- No extra cost for dedicated, ongoing support staff.
- Online training available.

"We love this program - it's easy to use and intuitive, and the customer service is excellent."

Betsy Held, **Patagonia**



Pricing

\$400/month (paid annually) or \$500/Month (paid quarterly)

- Unlimited users
- Unlimited documents
- \$0 Implementation fee
- 24/7 support included
- Dedicated account manager
- Ongoing upgrades at no extra cost
- Complete feature set included

Security

Industry-leading security to keep your contract data safe

- ISO 27001 Certified Data Centers
- Level 1 PCI Compliance
- Offsite backup for disaster recovery
- 256-bit AES
- TLS with 256-bit encryption and a 2048-bit authenticated key agreement
- User access control
- Activity tracking
- Two-factor authentication

“ContractWorks functions effortlessly as our primary contract management software. It is effective, servicable, and extremely user friendly. Their customer service is exceptionally responsive, and supportive, to any and all questions or concerns. It is truly a secure, and cost-effective solution for storing all of your contracts/documents.”

Celina Carter,
Senior Corporate Counsel,
QMax

