



SUCCESSFUL LEGAL TECH IMPLEMENTATION USECASES FOR LAW FIRMS AND IN-HOUSE LEGAL TEAMS

LEGAL TECH IN POLAND

OCTOBER 2020



AVOKAADO.IO

WHY AVOKAADO WAS BORN



Mariana Hagström

Founder and CEO

15 years practicing
attorney at law
ex-managing partner of a law firm

— “ —————

During my career in a law firm, serving the clients and my fellow lawyers in different positions, from young attorney to managing partner, I constantly struggled with inefficiency we had in the whole service delivery cycle. Long hours and weekends were all spent on generating a perfect document.

Now Avokaado helps to generate this perfect document within minutes.

Our mission is to build a bridge between the legal and business operations and make it cost and time efficient for both sides.

————— ” —

INNOVATION STRATEGY - WHAT IT LOOKS LIKE



DIGITAL TRANSFORMATION IN A LAW FIRM

Law firms, like other businesses, should constantly evaluate how they are working, what service and how they offer, how to improve this if possible and most of all - how they would want their practice to look like in a future.

Avokaado enables law firms to go fully digital, by empowering lawyers to:

- create precedent banks with master-templates**
- create and optimise internal processes**
- apply firm-wide consistency on legal writing and styles**
- get the quality of the first draft up**
- collaborate internally or externally and collect input data**
- grant access to template library and assisted drafting for clients**
- digitalise and productise legal services**

How NJORD Law Firm developed 22 templates in 3 months: Pilot Success Story



INDUSTRY
Legal



EMPLOYEES
260



LOCATION
4 jurisdictions

22

TEMPLATES APPROVED

17

TEMPLATES UNDER DEVELOPMENT

1

CENTRAL LIBRARY OF TEMPLATES

LAW FIRM PILOT TEAM AND CHAMPIONS

May - August 2020

ESTONIA

12

LATVIA

3

LITHUANIA

7



Estonian champion (EST) - 17 templates (12 approved, 5 drafts)

Latvian champion (LV) - 17 templates (3 approved, 12 drafts)

Lithuanian champion (LT) - 7 templates (all approved)

GOALS & RESULTS OF TEMPLATE DEVELOPMENT

Create a central hub of in-house automated document templates for Employment and Corporate M&A group and harmonise clauses where possible

Estonia

7 PLANNED
17 DONE

1. Management board member agreement EST/ENG
2. Manager level employment agreement EST/ENG
3. General employment agreement EST/ENG
4. Termination of employment notice EST/ENG
5. Memorandum reliability of board members (AS, OÜ with supervisory board, OÜ without supervisory board) ENG
6. Legal services agreement EST/ ENG
7. Joint Baltics legal services agreement ENG

Latvia

7 PLANNED
17 DONE

1. **AGM meeting minutes**
2. Authorization agreement for board member
3. Incorporation agreement/decision
4. Articles of association
5. **Legal services engagement letter**
6. Simple loan agreement (owner to his business)
7. **Power of attorney to represent the client**

Lithuania

4 PLANNED
7 DONE

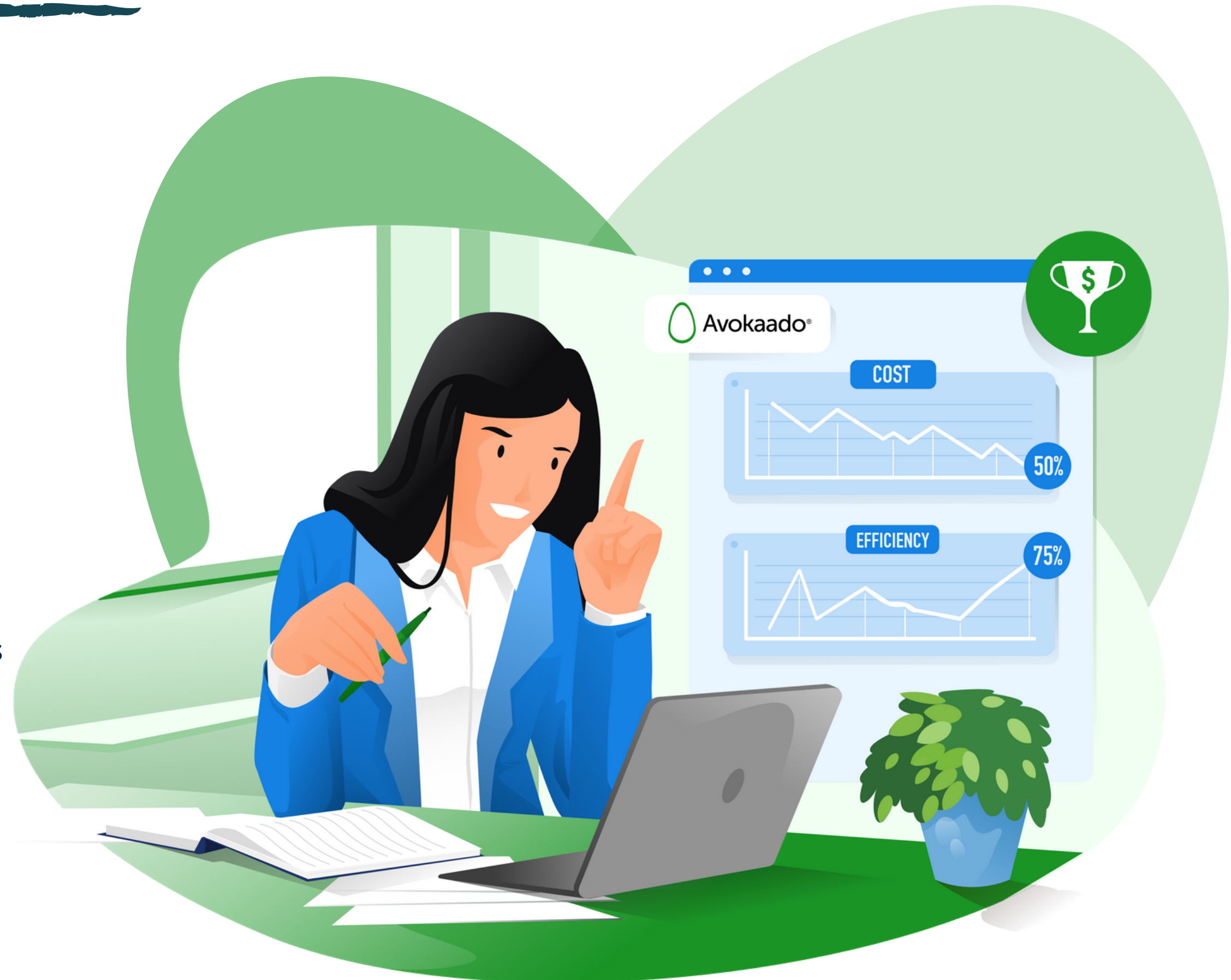
1. General employment agreement LT/ENG
2. Manager level employment agreement LT/ENG
3. Legal services agreement LT/ENG
4. Representation agreement LT/ENG

LEGAL DOCUMENTS AUTOMATION - CAPABILITIES WITH AVOKAADO

1. **100% of the legal documents could be automated -no matter the complexity** - apply most complex decision trees and conditionality logic on legal drafting -e.g SPA for 3 jurisdictions with all relevant clauses
2. **DocX generator** - download document in DocX (or pdf) and continue in MS Word - tables, cross-references, styles, formatting - all stay fully functional also in DocX (and pdf)
3. **Multi-lingual documents** are drafted with one-time data insertion and choices
4. Apply automatically **template theme** - styles, numbering, logo, header-footer etc according to your firm style or the client
5. **Clause library** - all templates are cut into the smaller data points by ML - clauses and variables.
6. **Document bundles** - draft as many documents as necessary in bundle with one-time data insertion

The screenshot displays the Avokaado interface for drafting an employment contract. On the left, the 'Employer's data' section includes fields for 'Employer's name' (Mr. John Smith), 'Registry code' (11812988), 'Address' (832 Irving Place), and 'the representative is' (authorised person). Below this is the 'Employee's data' section with 'Employee name' (Jason T Warner) and 'Personal identity code' (123456789). A 'Reset questionnaire' button is at the bottom of this section. The central preview shows the 'EMPLOYMENT CONTRACT' text, starting with 'Mr. John Smith, represented by authorised person Mr. John Smith, (hereinafter called the "Employer")...' and listing sections like 'General terms', 'Position and salary', and 'Vacation'. On the right, a 'New collaborators' dialog box is open, showing a form for 'James Martin' with email 'james@mail.com' and a 'Next' button. A dropdown menu for 'Add as: Signer' is open, showing 'Approver' and 'Signer' options.

AVOKAADO WINNING APPROACH - STEP BY STEP



How a Corporate Lawyer Serves 300 Employees With Automated Contracts



INDUSTRY

Telecommunications operator



EMPLOYEES

300+



LOCATION

Estonia, Latvia, Lithuania,
Sweden, Germany

100

NDAS / A YEAR

2

LAWYERS ON A TEAM

49

HOURS SAVED

TEMPLATE BASED DOCUMENT WORKFLOWS AT ONE PLACE

LAWYERS

CENTRAL
KNOWLEDGE BASE

SCALED LEGAL
OPERATIONS

BUSINESS UNITS

CONTROLLED
DRAFTING

AUTOMATED
EXECUTION

COMPANY

STRUCTURED DATA

ONE-SOURCE OF
TRUTH



DOCUMENT WORKFLOW. CORE FUNCTIONALITY



1 - automated templates

- ✓ A centralised library of automated templates
- ✓ Clause library for fast template creation and updates
- ✓ Document bundles, one-time data inserton



2 - smart drafting

- ✓ Scenario-based drafting
- ✓ Automated styles and formatting
- ✓ Real-view of choices and drafting; multi-lingual documents



3 - collaboration

- ✓ Co-drafting with team or external parties
- ✓ Attachments and task management
- ✓ Shared folders, groups and company view



4 - approvals

- ✓ Get rid of emails and collect all the approvals in one place
- ✓ Get visibility over approval progress and put deadlines
- ✓ Trigger automatic notifications to approvers



5 - signing

- ✓ No need to ask clients to print, sign, and scan documents
- ✓ Share and sign documents anytime, anywhere straight from the platform
- ✓ No need to pay for an external electronic signature tool

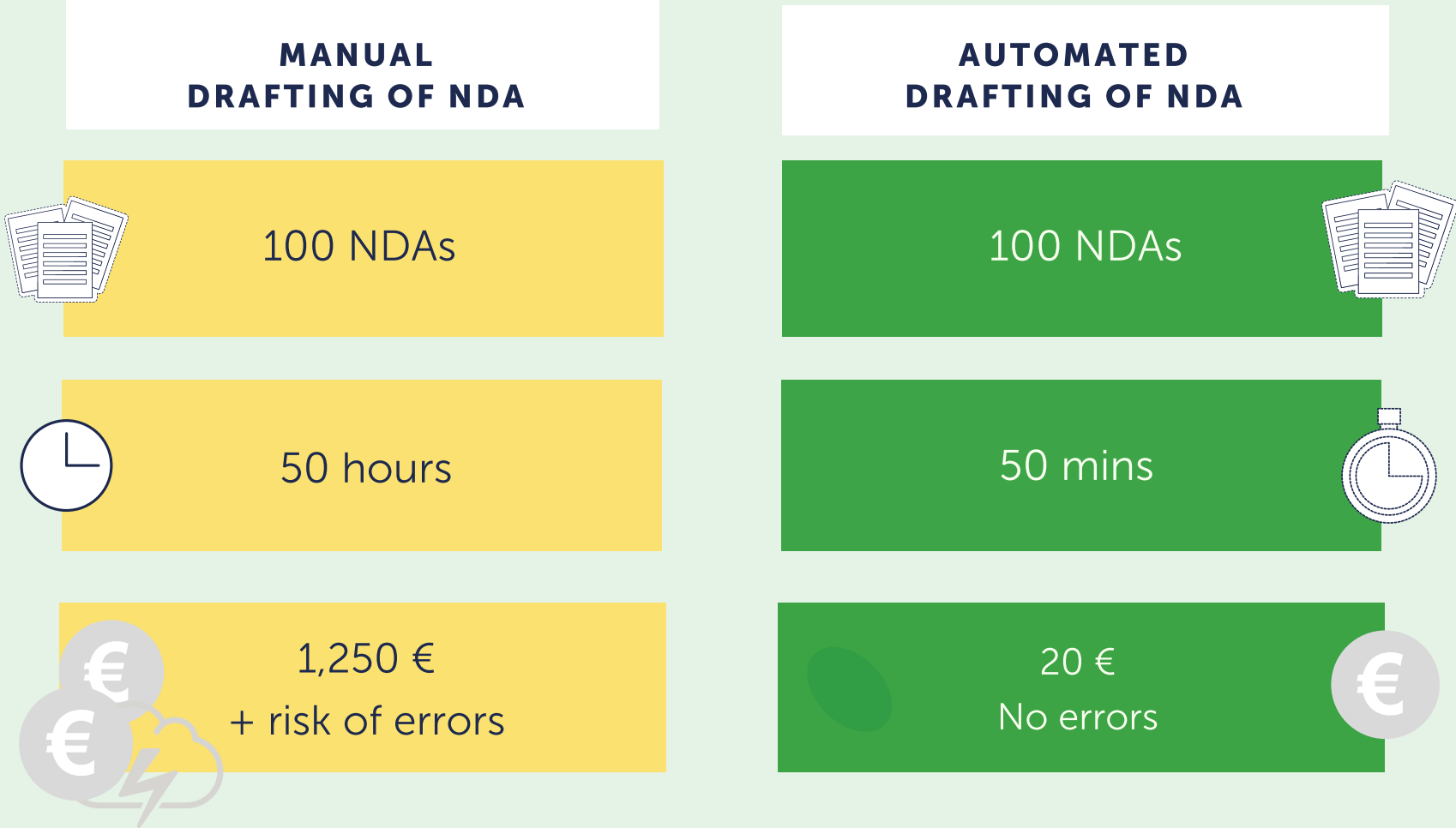
IN-HOUSE LEGAL TEAM SCALES LEGAL OPERATIONS TO BUSINESS UNITS - TELE2



Kristi Mets
Lawyer, Tele2

— “ —
With Avokaado I can be sure that employees draft documents in a controlled environment and within the pre-defined limits. I really appreciate that I don't have to send documents onwards and backward for signing. I can track who has seen the document, what are the comments of the collaborators.
— ” —

Before and after:



ADDITIONAL READING:

[Tele 2 use case](#)

[Njord pilot use case](#)

[Legal Document Automation and Digitalisation: How and Where to Start \[An Industry Insider\]](#)

[5 Ways To Make Your Legal Team Cost-Effective in 2020](#)

[The Role of Contract Automation Solutions When Moving From Startup to Scale Up](#)

[5 Reasons Your Manual Contract Workflow Causes Risks and Financial Loss](#)



**WE WOULD LOVE TO HEAR
FROM YOU!**



Mariana Hagström
Founder & CEO
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REACH OUT

- ✓ TO GET PRESENTATION SLIDES
- ✓ TO BOOK ONE-ON-ONE
- ✓ TO DISCUSS YOUR USE CASE
- ✓ TO TAKE PART OF OUR EARLY-ADOPTERS' PROGRAM IN POLAND