



Automated contract management: simple as that!

Our solution: Easy Contract

Easy Contract gives you 100% control over your contracts. A feeling of security, resulting in reduced costs!

AUTOMATED CONTRACT MANAGEMENT

Ever forgotten to cancel a contract on time, leading to an automatic extension of the agreement? If so, it could be a missed opportunity to renegotiate terms, and it usually means you're stuck to a contract for a longer period of time.

Aside from monitoring deadlines, retracing contracts and subscriptions often proves to be a stumbling block. Did you print it out and archive it, or store it on your PC? Or did you forward it to your assistant? In an era when digital is the norm, management of contracts and subscriptions should be digitized as well. Therefore Easy Systems provides straightforward solutions in digital contract management.

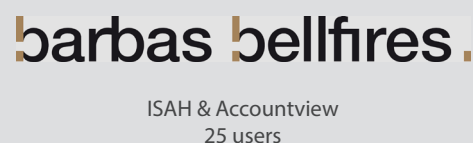
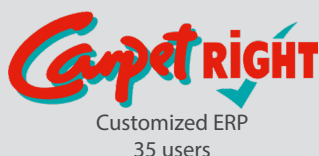
CLARITY AND CONVENIENCE

Easy Contract is a useful, straightforward, contract management tool which provides a clear overview so you should never forget to cancel, or extend, a contract. Automatic email alerts notify every time, on time, and the

application gives you complete access to all your contracts and documents, wherever, whenever.

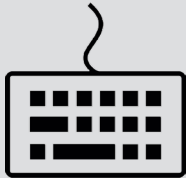
In Easy Contract, you can link specific information to the contract. Think, for example, of the duration, expiration date, final deadline and/or the notice period. On top of that, you can determine who gets access to a particular contract, giving you complete control.

In order to clarify how many invoices are linked to a certain contract that's already been paid, it's also possible to link the relevant invoicing to the contract. When accessing a contract, relevant invoices are displayed, providing an instant overview as to what has, and has not, been paid.





Our solution in 5 steps



The contract along with necessary data entered.

STEP 1: ENTER

The employee adds a new contract, based on the options provided, filling in contract and organisation information.



The preferred admin rights are assigned per contract.

STEP 2: ASSIGN

The contract can be assigned to specific employees within the organisation, with different administration rights granted to people in the organisation. This means you decide who has access to a specific contract.



Relevant invoices linked to the contract.

STEP 3: LINK

Link relevant invoices to a contract (in combination with Easy Invoice). When accessing a particular contract, the recent invoices will be displayed. This offers an overview of paid invoices, and what invoices you can expect in the near future.



Contract is forwarded and approved or rejected by authorised employees.

STEP 4: FORWARD/APPROVE

A newly created contract can be forwarded, and approved by the relevant authorised individual.



Notification sent when contract is set to expire.

STEP 5: AUTOMATIC NOTIFICATION

When the expiration date entered is approaching, a digital notification is sent to the relevant person.