iManage
Closing Folders

COMPLETE PROFESSIONAL CLOSINGS WITH EASE

iManage Closing Folders automates the repetitive, often tedious tasks when closing deals, from creating checklists and managing versions, through to capturing signatures and creating final closing books. It improves deal accuracy to free up lawyers to create more value for clients.

Manually closing transactions is inefficient

Junior lawyers and associates can spend hundreds of hours updating numerous documents and coordinating dozens of signatures when closing a transaction. This work is typically performed manually using Microsoft Word and email.

The process can be inefficient and error prone. Streams of emails updating content makes version control difficult, while last-minute changes are awkward to incorporate. It can be frustrating and stressful for staff, especially when deadlines loom.

Adopting e-signature platforms helps, but these focus on business-to-business use and may lack the tight security that legal teams demand.

iManage Closing Folders simplifies the process

Automated closing checklist

- Quickly and easily see the status of every version, signature page and schedule.

- Make comprehensive changes with just a few clicks to automatically update all documents.

- Easily find and manage changes by generating and sharing a blackline automatically.

Simplified signature management

- Automatically detect pages that need signing and identify signatories.

- Create tailored templates to update signature pages in seconds.

- Quickly generate signing packages that support PDF Signing and DocuSign for instant synchronization.

Branded closing books

- Simply manage individual documents, then automatically compile them into a professional, hyperlinked closing book.

- Share closing books without the risk of being blocked by email file size restrictions.

Single, secure platform

- Closing Folders is integrated with iManage to deliver a single source of truth for transaction documents from creation to closing.

- Document management is simplified by eliminating the copying of files between systems.

- Information stays secure within iManage, while audit trails assure strict governance of document lifecycles.

Easily manage the status of documents, signatures and closing books

Using iManage Closing Folders improves deal closing efficiency and accuracy, helping to ensure client satisfaction.

- **Make deals more profitable.** Automation reduces manual work, minimizing costs.

- **Higher return from skilled staff.** Less time spent finalising deals frees resources to focus on higher-value legal counsel for clients.

- **Improve revenue flow.** The risk of process delays and cost over-runs is reduced for more predictable billing.

- **Enhance the client experience.** Real-time visibility of deal progress keeps clients better informed and instantly updated.

- **Protect against fraud.** Need-to-know security and audit trails reduce the risk of damaging data breaches and leaked transactions.

- **Strengthen your brand.** Simplified processes reduce errors and accelerate deal closure, improving your reputation as a reliable, safe partner.

- **Be more competitive.** Efficient, fast deal closing creates opportunities to introduce more competitive fees.

- **Seamless collaboration.** Managing transactions virtually on a single platform creates consistency across branches and supports the new work-from-home norm.

11K+ legal transactions per month

#1 rated legal transaction software on Capterra

30% time saved on checklist management

60% time saved on signing package creation

90% time saved in closing book creation

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Closing Folders has improved the engagement between junior and senior lawyers which helps us deliver the top tier quality our clients expect.

Jake Irwin, Partner, McCarthy Tétrault LLP

Discover how iManage Closing Folders can simplify your business processes: imanage.com/products/closing-folders

iManage
Making knowledge work

Blog: imanage.com/blog