



## BEST PRACTICE, IT'S HAVING JUST THE RIGHT TOOLS FOR THE JOB.

### SOFTDOCS

*Softdocs* is a leading source of automated document solutions specifically catering to the legal profession, with over 30 years experience in the supply and automation of forms, precedents and documents.

### Isn't it time you left your document production to Softdocs?

- Enter matter details only once
- Automatic insertion of client specific information into all documents
- Client and contact details automatically populated into documents
- Management functionality
- Fast updates provided to reflect any Court form or legislative change
- Accurate production of Court forms
- Comprehensive range of customisable standard letters
- Electronic letterhead for emailed correspondence
- Consistent company branding with the use of styles
- Language can be configured to cater for firms, sole practitioners or conveyancers
- Document production can be delegated to less experienced administration staff
- Use of document packs allows for sets of documents to be completed at matter milestones.



**"AS THE MARKET GETS MORE COMPETITIVE, BEING ABLE TO TURN DOCUMENTS AROUND QUICKLY AND EFFICIENTLY IS PARAMOUNT."**

*Warrick McLean, General Manager,  
Coleman Greig Lawyers*





## SOFTDOCS

## Creating a document is easy.

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Proceeding Details

IS THIS FORM TO BE FILED?

FILED BY RELATION TO: (e.g. plaintiff's claim, trustee's trust)

WHICH COURT?

Local District Supreme

Court List

Commercial

AUSTCELEK - Case Year

AUSTCELEK - Case Number

SOLICITOR ON RECORD - Given Name's

Solicitor on Record - Surname

Are

C Convey

Solicitor on Record - Practising Certificate No.

Practising Certificate State/Territory

Year

CONVEYANCE SOLICITOR - Given Name's

Contact Solicitor - Surname

Are

E Convey

Contact Solicitor - Practising Certificate No.

Practising Certificate State/Territory

Year

PRM CONTACT EMAIL ADDRESS:

From Email Address

Contact Email Address

sof@ac@thomsonreuters.com

PRM CONTACT TELEPHONE NUMBER:

Contact Telephone Number

sof@ac@thomsonreuters.com

AGREES TO ELECTRONIC SERVICE?

Yes

sof@ac@thomsonreuters.com

sof@ac@thomsonreuters.com

Interview Document Preview

Working through the documents automation. The red asterisk requires mandatory information to be entered to proceed with the document.

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AFFIDAVIT OF WARREN JAMES ASHTON DATED 2013

COURT DETAILS

Court Supreme Court of New South Wales

District Eight

List Commercial List

Registry Sydney

Case number

TITLE OF PROCEEDINGS

First plaintiff WARREN JAMES ASHTON

Number of plaintiffs 3

Defendant GWH CONSTRUCTIONS PTY LTD

FILED DETAILS

Filed for Warren James Ashton and asstas, first plaintiff and fourth defendant

Legal representative Ann O'Connell

Thomson Reuters

Legal representative reference POK 123456789 for JB CIV

Contact name and telephone John Brown for 02 9557 7890

Contact email sof@ac@thomsonreuters.com

AFFIDAVIT

Name Warren James Ashton

Address Unit 5, Shop 10 Spring Road, Rydges NSW 2003

Occupation Teacher

Date 2013

I say on oath

1. I am the first plaintiff

2. I

SIGNER at

Signature of deponent Warren James Ashton

Name of witness

Address of witness

Capacity of witness

Make an affidavit (swear) the following after confirming the person who made the affidavit is the deponent.

1. If I am not the deponent, I am not making the affidavit and I am not making the affidavit on behalf of the deponent.

2. If I am the deponent, I am not making the affidavit on behalf of the deponent.

3. If I have made the affidavit on behalf of the deponent, I have confirmed the deponent's identity using the following identification document:

Signature of witness

sof@ac@thomsonreuters.com

Document Preview

Preview your document using the 'Document Preview' button. Use the 'End of Interview' screen to save and finalise the document.

## Precedent Suites

Softdocs **Forms and Precedents** are a comprehensive set of standard legal forms and precedents, which are sourced from legal publishers and our client partners. Our development team codes each document using HotDocs to create an automated document.

## Federal

- Administrative Appeals Tribunal
- ASIC Company Forms
- Fair Work Commission
- Family Law
- Federal Court
- High Court
- National Land Registry Forms
- Wills and Powers of Attorney

## Australian Commercial Precedents

- Commercial and Retail Leasing
- Employment

## NSW

- Business Law
- Civil and Administrative Tribunal (NCAT)
- Conveyancing
- Criminal
- Dust Diseases
- Industrial Relations
- Land and Environment Court
- Leasing
- Personal Injury
- Probate
- UCPR
- Workers Compensation

## ACT

- Civil and Administrative Tribunal (ACAT)
- Conveyancing
- Supreme/Magistrates Court/Probate

## VIC

- Civil and Administrative Tribunal (VCAT)
- Conveyancing
- County/Supreme Court
- Magistrates Court
- Probate

## QLD

- Conveyancing
- Personal Injury/ Workers Compensation
- Planning and Environment Court
- Probate
- UCPR

## WA

- Court Forms
- Landgate Forms
- Workers Compensation

## SA

- Court Forms
- Land Titles
- Probate

