



# Advanced corporate records management software

CorpLink



THOMSON REUTERS

Improve office efficiency and productivity with CorpLink, our advanced records management software. Designed by law clerks and lawyers, CorpLink combines sophisticated reporting tools and one of the most comprehensive forms library on the market – all in one easy-to-use software package. It's all designed to help you quickly, conveniently, and accurately generate billable activities. We work in your language of choice – English or French.

## CorpLink Features

### Government Forms Library

- Access more than 1100 up to date and compliant government forms and schedules in PDF format from across Canada – one of the most extensive collection of forms on the market
- Automatically populate content from your database
- Effortlessly edit, save and submit forms

### Precedent Documents Library (canned and customizable)

- Incorporation and Organizational resolutions
- By-laws
- Annual Proceedings/Minutes
- Registers & Ledgers (several styles)
- Share Certificates (individual and batch creation)
- Maintaining resolutions and agreements

### Sophisticated Report Building

- Corporate Summaries
- Financial year end reports (memos and checklist)
- Entity Reference Reports
- Track expiry and due date reports for agreements, filings and registrations, business names and extra-provincial filings

- Customize reports to meet your specifications
- Export search result data to Excel (.csv)

### New and Improved

- Automated share transaction workflows (individual, batch and class)
- Multi-language user interface (switch on the fly)
- Multiple entity and jurisdictional management
- Amalgamation Assistant – workflows for long and short (vertical/horizontal)
- Partnership record tracking; including Partners and Units
- Customizable fields and labels
- Helper and Pick list management
- Client/Group restrictions (access permissions)
- Multi-office sharing of data (access permissions)
- Logbook – track all in-coming, pending and completed work
- Dividend tracking
- Generate batch address labels
- Auto calculate renewal dates
- Active directory synchronization

### **Time-Saving Electronic Minute Book**

- Generate and Import Charter Documents, By-laws, Resolutions, Share Certificates, Extra Provincial filings, Agreements and other documents and forms
- Generate Customizable Electronic Minute Books
- Seamlessly e-File Ontario Articles of Incorporation

### **Powerful Internet Reporter**

- Access your CorpLink database via the Internet
- Client/Group restrictions
- Multi-language user interface
- Generate corporate summary documents, entity reference reports and blank government forms
- Generate an Electronic Minute Book
- Supports SSL 128-bit encryption for your security
- Unlimited user access

### **Customizable solutions to meet your business needs**

- Database Conversions
- GUI Customizations
- Precedent Document, Register & Ledger, Share Certificate, and Report Coding
- New Functionality

### **CorpLink helps you**

- Improve office efficiency and productivity
- Reduce time in generating billable activities with easy document submission and reporting tools
- Increase information transparency with customizable document and report templates

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**Ask us about free hands on training and our specialized one-on-one customer support**

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## Experience the CorpLink Advantage

**Call: 1-800-267-0183 ( in Toronto 416-306-3087)**

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