

# Adobe Sign and ContractZen.

Managing and e-signing your contracts and board meeting minutes is easier than ever.

With ContractZen you do not have to worry about missing contracts or meeting minutes, forgotten dates, or painful preparations for internal or external audits. ContractZen is the ultimate solution for everyday due diligence. Now with Adobe Sign integrated directly into ContractZen, your contracts and meeting minutes can be e-signed straight from ContractZen, easily and securely.

All the features that help you maintain due diligence every day are included in one easy-to-use cloud service: metadata-driven contract management, all-digital board portal, datarooms (VDR) for easy sharing, and easy and secure electronic signing. Ease your work, reduce costs, and accelerate your processes by signing electronically with Adobe Sign, which is directly integrated into ContractZen.

## **Easy to use. Easy to set up.**

It is really fast and easy to enable Adobe Sign capabilities within ContractZen. Once you have an Adobe account, just sign into ContractZen, go to the in-app Store, and connect your Adobe account. No need to install, customize, or configure anything.

## **Metadata-driven contract management.**

ContractZen and Adobe Sign make managing contracts easier, more secure, and more cost effective than ever before. Import hundreds of documents in one go, find what you need in seconds with our metadata-driven search, set automated email reminders, and sign your contracts electronically.

## **All-digital meeting management.**

ContractZen's meeting portal is now all-digital, so all meeting minutes can be e-signed with Adobe Sign. You will save time and money as you can collaborate digitally from creating agendas to e-signing the meeting minutes—all of this can be done within the same service. Signed documents are stored securely to your ContractZen account.

## **Increase productivity and compliance.**

ContractZen and Adobe Sign offer business benefits across your organization:

### **CEO**

- Find the right data fast to make decisions based on correct information.
- Keep your company ready for due diligence and audit requests.
- Oversee and manage company performance based on up-to-date information.

### **Financial and legal department**

- Share up-to-date information and documents with board members, tax authorities, and auditors (for compliance).
- Minimize contractual and financial risks and cut costs.
- Share documents easily and securely with external parties.

### **Board**

- Schedule the meetings.
- Have access to meeting agendas and materials on any device.
- Review and sign meeting minutes.
- Store all board information in one safe place.

## **About Adobe Sign.**

Join the ranks of industry leaders that are using Adobe to speed business processes from end to end while reducing risk and costs. Invest in a solution that is backed by the company that invented PDF and has been a leader in secure, reliable digital documents for more than 20 years. .

## **About ContractZen Ltd.**

ContractZen Ltd. is the ultimate solution for everyday due diligence. Revolutionary all-in-one cloud service with metadata-driven contract and meeting management, virtual data rooms, and more. Founded in 2014, ContractZen Ltd. is a privately held company and is headquartered in Helsinki, Finland. For more information, visit [www.contractzen.com](http://www.contractzen.com).



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