## The Bundler Perfect Bundles, Accurate Indexes, Every Single Time

### Used in practice since 2003



## So what does it do?

- Put simply, it makes perfect bundles
- Adding all types of document is simple
- The Bundler paginates and indexes instantly
- Every document is always in chronological order
- Every document is immediately accessible to read, print, annotate and send
- Practice Direction compliant for all types of work
- Customisable for local practice and usage
- Storage and archiving is a breeze

ø	Case -	Carr v	Morrell

File Add Print Bundle Contacts Distribution Imposed Orders Time Recording Utilities Help



	Bundle Imposed Orders								
Ref	Document	Date filed	Doc. Date	Section	No of Pages	Page No	Sel	Added by	L ▲
A1	Simplified Employee Pensions Plan	05/09/2012		A	9	1-9		×	
A2	Administrative Services Agreement	05/09/2012		A	6	10 - 15		×	<b>1</b>
A3	Exclusive Distribution Agreement	08/09/2012		A	8	16-23		×	
A4	Partnership Agreement	11/09/2012		A	7	24 - 30		×	1
A5	Online Subscription Agreement		A	3	31 - 33		×	1	
B1	Severance Agreement	17/08/2012		В	2	1.2		×	1
B2	Agreement to Compromise Debt	1/09/2012		В	1	3		×	Ref
B3	Absence Policies	7/09/2012		В	2	4-5		×	1
B4	Health Reimbursement Arrangement Plan	12/09/2012		В	7	6-12		×	
B5	Artist-Agent Agreement 1	14/09/2012		В	5	13 - 17		×	1
C1	Website Design Agreement	02/08/2012		С	16	1 - 16		×	Sec
C2	Lease Agreement 12/8/2012 C 19 17-35 x				1 1				
C3	Profit Sharing Plan	22/09/2012		С	23	36 - 58		×	
D1	Joint Venture Agreement	17/09/2012		D	7	1.7		×	Page
E1	Sales Proposal 14/09/2012 E 21 1 · 21 x				No				
F1	Offering Memorandum_Limited Partnershi 17/09/2012 F 5 1 - 5 x								

### The Heart of the Bundler

- Every document is added to this list Word Docs, Pdfs or emails and attachments.
  - It takes seconds to do.
  - Every document on your bundle is instantly retrievable with a click.
    - Every addition is automatically paginated and updated.
    - You can even insert between documents with a,b,c etc.
      - You can search by doc ref, or section and page no
  - Your bundle can start fresh pagination at the beginning of each section,
  - Or have one that paginates through the whole Bundle the choice is yours

Find

Find and

Open

#### IN THE Leicester County Court IN THE MATTER OF THE CHILDREN ACT 1989

Alison Carr

INDEX 17 September 2012

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	REF	DOCUMENT DESCRIPTION	DATE FILED	DOC.	SEC	PAGE NO.
				DATE		
	SECTIO	N A Background Documents	•			
	A1	Simplified Employee Pensions	05/09/2012		Α	1-9
		Plan				
	A2	Administrative Services	05/09/2012		Α	10 - 15
		Agreement				
	A3	Exclusive Distribution	08/09/2012		Α	16 - 23
		Agreement				
	A4	Partnership Agreement	11/09/2012		Α	24 - 30
	A5	Online Subscription	19/09/2012		Α	31 - 33
		Agreement				
	SECTION B Applications and Order					
	B1	Severance Agreement	17/08/2012		В	1 - 2
	B2	Agreement to Compromise	01/09/2012		В	3
		Debt				
	B3	Absence Policies	07/09/2012		В	4 - 5

- When you choose "Print" the index is automatically updated.
- Every Index you generate always matches the paginated bundle.
- The header layout is user defined for individual work types, e.g family, civil or employment
  - Users choose both the column information and section headings and styles
  - Every court or tribunal, every type of work and every area of the country has slightly different requirements for pagination and indexes - the Bundler is flexible enough to meet all unique requirements

Email File Import						Ξ	
Outlook folder a emails to add	▼ Import Email Import	Attachment(s)			Attachments for email 'More additions'		
Email Title	Sender	Date	Body Text	Atmnts	Client Care Option 1.docx	-	
More additions	John Walker	17/9/2012	Here are some word documents a	4			
docs for the bundle	John Walker	17/9/2012	Please find some	3	SL 3rd party request.doc		
		example docum		SL Enc Draft Statement.docx	-		
					SL Draft reference request.docx	1	
dding documen	ts is as easy. Adding er	nails and	attachment	5			
es moments. You simply select what you want to add and							
pose the section. Edit the name if you need to for the Index.							

Click add and it it goes. It really is that simple.

Distributing the Bundle is also fast and efficient. You can email the Index and contents to any third party. Keeping a record of who was sent what is automatic. Keeping clients, counsel and the other side up to date has never been easier.

- Every document is produced with clear, stand out pagination
  - The Bundler slavishly ploughs through medical and criminal records
- It produces professional, clear pages time after time

Section B Page 1

#### SEVERANCE AGREEMENT

This Severance Agreement (the "Agreement") is made and effective [DATE],

BETWEEN:	John Palmer (the "Employee"), an individual with his main address at:				
	11 New lane Hebbrun				
AND:	Hamilton Industries (the "Employer"), a corporation organized and existing				

- You can print a document, section or whole bundle.
- So no more time wasted by standing at the copier, no jammed pages.
  - You only print the amount of paper you really need.
  - A single click at you desk sends the whole bundle to print.



- A unique feature of the Bundler is the ability to create sub bundles, core reading lists without changing the pagination of the main bundle.
- Using drag and drop you can re order a bundle for a particular purpose.
- Using this facility makes preparing briefs or working on cross examination so much efficient.
- You can also annotate documents without any change to the master bundle
  - Searching for key words or phrases can help save valuable time

# In Summary

- The Bundler builds perfect bundles
- It saves time and frustration
- The Index always matches the bundle
- You can add emails, electronic documents, medical notes - anything that needs paginating
- Distribute by email to everybody
- Create sub bundles with no difficulty
- Prepare matters for hearing with ease

