



Improper handling of legal documents can cost your law firm thousands of dollars in inflated labor costs, compliance violations, or even lost revenue due to jeopardized cases. It's been estimated that law practices spend as much as 22% of their time dealing with issues related to legal documentation. Legal Eagle is here to alleviate that overwhelming mountain of information and help you bring your practice into the future.

PRINT & COPY

Legal Eagle can assist law practices with the printing and copying of documents as well as create important print materials for trial. Documents regularly handled by Legal Eagle include:

- Discovery Productions
- Exhibit notebooks
- Exhibit Trial Boards
- Jury notebooks
- Witness notebooks
- Medical files
- Real Estate documents
- Record on Appeal
- Appeal Briefs printing
- Disc and thumb drive
- Bates numbering
- Large Format Documents

All documents can be copied or printed in black and white, color, and large format printing for large exhibit presentations. Additionally, Legal Eagle can secure documents using binder notebooks, comb binding, coil binding, folders, expandable folders, or Acco fasteners.



SCANNING & IMAGING

Technological advances are occurring every day and having the ability to turn paper documents into digital files is crucial to keep up with the times. Legal Eagle provides scanning and imaging services that will accomplish this very goal by:

- scanning paper documents of all sizes into digital formats
- providing optical character recognition services turning your digital documents into searchable files
- creating a load file of your digital documents that can be uploaded into review software

Legal Eagle produces rapid, error-free results, even in high volumes, utilizing high-speed scanning for cataloging and indexing case documentation.

eDISCOVERY REVIEW

Legal Eagle can organize your documentation and build a load file that can be uploaded into most case management software applications to create a searchable system. An advanced searchable document management system offers:

- increased efficiency
- reduced human error
- higher security
- keyword search
- full text passages search
- digital metadata search

DOCUMENT ARCHIVING

Legal document archiving puts information you no longer use into secure digital storage. Legal Eagle can manage your documents for you, reducing risks of mistakes and helping to improve your data protection.

Legal Eagle uses industry leading digital archiving systems so you can easily locate documents when you need them.



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