



# Contract Management Application

## SVI's Contract Management Application

streamlines the processes of capturing and storing the contract data for easy tracking and retrieval. Using this application, a more efficient quality assurance process is implemented on the extracted data.

## SVI's Contract Management Application enables:



Extraction of useful data from lease contracts such as key dates, provisions, options and other pertinent information



Mapping of abstraction rules to the relevant parts of the contract, highlighting the section from which the data were extracted



Viewing of scanned copy of the contract and supporting documents, and the indexed data side by side for easy reference

## Contract Abstraction Service

Before data can be abstracted, the contracts need to be converted into digital form. SVI's contract abstraction service involves scanning, indexing (abstraction), and quality assurance.



- Includes a scanning process to capture electronic images of the contracts
- SVI's contract abstraction service implements a multi-pass data abstraction process to ensure 100% accuracy on date and amount fields.
- Date fields include commencement, expiration, and notification dates.
- Amount fields include cost items such as base rent and rate increase amount per term, among others
- Any inconsistent output is handled as an exception and corrected accordingly.