

# LegalSoft Debt Recovery Software



## SOFTWARE OVERVIEW

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## **1. FOCUS**

The LegalSoft focus is on supplying debt collection software to South African debt collectors.

## **2. WHO CAN USE THE SOFTWARE?**

Whether you, the debt collector, are an attorney, a specialised debt collector or an in-house credit control department, this software has what you need to do the job professionally. LegalSoft gives you the competitive edge in this market.

## **3. DIFFERENT VERSIONS OF LEGALSOFT**

All versions are network enable with remote log-in capabilities or can be used as stand-alone system.

### **3.1. Professional**

This is a full range software package for debt collection. It incorporates all the required tools, functions, reports and process documents for the job.

### **3.2. Collector**

This is a light weight scaled down version of the Professional version for use on remote sites.

### **3.3. Client Specific**

The Professional version is the basis of this version, tailored and branded to the Client's requirements.

## **4. LICENSING**

LegalSoft software is Proprietary licensed software, licensed under exclusive legal rights of the copyright holder. Licensing is per copy installed.

## **5. THE SOFTWARE**

LegalSoft provides a vast number of user friendly functions and tools that cover all facets of the debt collection market.

### **5.1. File management**

LegalSoft is a very user friendly software application that provides effective management of matter files vital to the success of all debt collectors. All functions and reports are available on a well-designed home screen that provides ease of access, speed, accuracy and effective user productivity.

### **5.2. Search function**

Any data entered into the database can be search by this very efficient software search function, thereby giving the user quick, effective and accurate access to any matter file.

### **5.3. Diary**

The software includes an electronic diary that assists users to effectively manage all matter files assigned to them. User defined system generated follow-up tasks are also entered into the diary.

#### **5.4. Reminder system**

The software has a reminder system that is set by the user for setting reminders for tasks for future dates.

#### **5.5. Financial management**

##### **5.5.1. Cost tracking**

Costs for documents, telephone calls, court processes, consultations, commissions and all other collection related expenses can be recorded in each debtor file and added to the final collection total amount.

##### **5.5.2. Interest calculations**

Interest calculations are system managed and calculated as provided for by the applicable laws of South Africa.

##### **5.5.3. Suspense account**

A suspense account function is included to enable the balancing of the Trust Account.

##### **5.5.4. Distribution of collected funds**

Distribution of collected funds is one of the most important functions of the debt collection business. LegalSoft software includes an accurate, effective time saving distribution reporting system.

#### **5.6. Legal process**

All processes in the software are as prescribed by South African Law. These processes can be categorised as:

##### **5.6.1. Soft collections**

This is the collection of outstanding debts whereby the collection process is suspended before the use of the court system is required.

##### **5.6.2. Court process**

This is the collection of debts from Final Demands through to Emolument Attachments or Writs of Execution. The legal process documents included cover the full spectrum of letters, notices, court documents and reports, etc. required for the collection process.

#### **5.7. Document generation**

All the documents referred to above are system generated using data from the database, entered into the selected documents in the correct position on the document.

#### **5.8. Contact with debtors**

Debtor contact is critical in the collection process; using the most effective and inexpensive methods are vital to the costs of the service.

##### **5.8.1. SMS**

SMSs can be sent and received via the software at below general market rates.

##### **5.8.2. Email**

Emails can be sent from the software.

#### **5.9. Reports**

All reports for effective management of the collection process, funds distribution, document tracking and third party management are available in the software.

#### **5.10. Third party service provider management**

Services and accounts from sheriffs, tracers, Section 58 signing agents, attorneys and other related parties can be managed with the LegalSoft software.

### **6. REMOTE ACCESS**

The software can be accessed by secure remote access from anywhere where an internet connection is available. All the functions and tools of the software are available in the remote mode.

### **7. DOCUMENT TRACKING**

Documents sent to the courts, sheriffs and Section 58 agents can be tracked, managed and reported on with the software.

### **8. BARCODE SCANNING FOR EFFICIENCY**

Barcode scanning is included in the software. To use this very effective management tool, the user only needs a handheld scanner. User efficiency can be exponentially increased by the use of this barcode scanning.

### **9. TRACING SERVICES**

LegalSoft software is integrated with a number of third party service providers, making the handing of instructions and the receiving of results quicker and more effective.

### **10. PROGRAM UPDATES**

LegalSoft is dedicated to keeping software up to date, improving and expanding it in all aspects.

#### **10.1. Court processes and document changes**

Software is kept constantly updated, so as to be aligned with the latest changes to the South African Law.

#### **10.2. Program bugs and automatic bug reporting**

The software includes an automatic bug reporting system, enabling our staff to fix any issues immediately – and with no inconvenience to the user.

#### **10.3. Client requested tools and functions**

These are developed on request of the client and are usually client specific.

#### **10.4. New tools and functions**

Tools and functions that are not client specific are included in the software updates at no cost to the client.

## **11. PABX AND THIRD PARTY INTEGRATIONS**

### **11.1. PABX**

LegalSoft software has been integrated with a number of PABXs. Should your PABX not be on the list, we can do the development work at a reasonable fee, which will be quoted up front. Additional functions to existing integrations can be negotiated.

### **11.2. Call recording**

This function is integrated with the LegalSoft software subject to the client having the relevant hardware. Recordings are available for single or multiple telephone lines.

### **11.3. Third party integrations**

LegalSoft policy is to work in concert with the service provider to provide a seamless solution to our clients.

## **12. MAJOR ADVANTAGES**

LegalSoft provides a full range, affordable and cost effective debt collection software package that puts you, the user, ahead in a competitive market.

As both software developer and owner, LegalSoft is able to modify any function or part of the software as and when the need arises.

LegalSoft software has been developed in South Africa for the South African Legal System.

Local support is available to our clients via the internet or per appointment.

## **13. CONTACT**

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