

Optimize Your Contracts to Drive Value while Reducing Risk

Contracts are the foundation of all commerce. They underpin your revenue and spending and define your rights and obligations. But, contracting operations are often slow, fragmented, and departmentally siloed. Inefficient processes for drafting, approving, and analyzing contracts make collaboration between Legal and other groups challenging. Hundreds of hours can be spent on drafting and on email-based reviews and approvals. After signature, contracts are often stored across various shared drives, making access difficult and visibility impossible. In the end, inefficiency means waste and unnecessary exposure to risk.

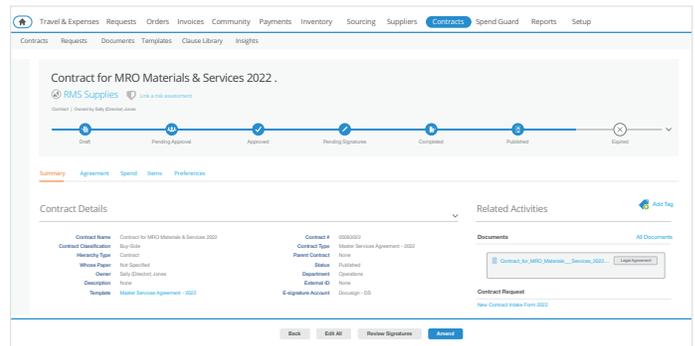
When a crisis hits, legal teams are left scrambling to ensure they have the right protections and options in place. Getting caught unaware can mean delays in shifting business to alternate providers, settling contracts for performance failures, noncompliance, and damage to brand and bottom line.

Put Your Contract Data to Work

With any particular agreement, measuring risk is often subjective. What's the inherent risk of uncapped liability? Are your IP protections strong enough? Coupa lets you automatically identify the specific clauses in your agreements that contribute to risk. During drafting, this enables approval workflows to be triggered for high risk clauses, while every contract is given an objective risk score for quick insight into an agreement's overall risk.

Key Benefits of Coupa CLM

- Improve efficiency with an guided experience for end users
- Minimize risk with clause, contract, and counterparty-level scoring
- Streamline collaboration & ensure strict control with powerful workflows
- Get more value from contracts across the counterparty lifecycle
- Track, compare & benchmark KPIs using Community.ai

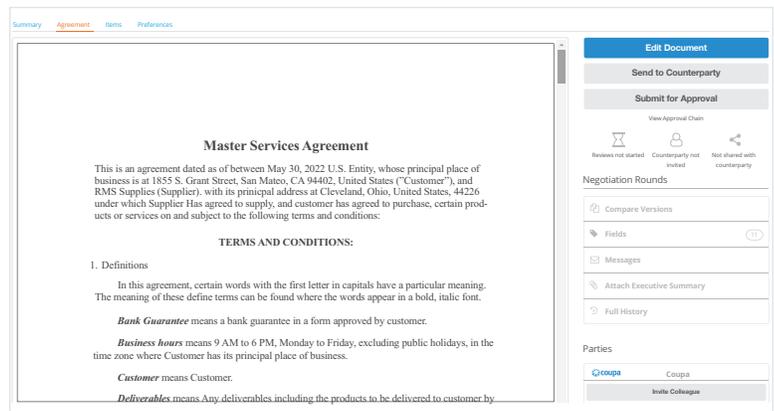


Put Your Contract Data to Accelerate Contracting from Initial Request to Final Signature

The process of creating and negotiating a contract often requires input from multiple departments, from Sourcing to Sales, Compliance, Legal, and Procurement. Legal typically needs to gather all the necessary information from the requestor and incorporate it into a draft contract. Then, the contract must be circulated for internal approvals, followed by negotiations with external parties. Finally, the agreement can be executed. Coupa accelerates every stage in that process, all while reducing risk and increasing control.

Intelligently Draft Every Contract

Coupa uses a template-based approach, libraries of alternate clauses, and an easy drafting experience using Microsoft Word for fast and secure creation of any type of contract. The process is easy for users across the company to use self-service. Gone are the days of wasting high-dollar Legal resources on low-value work.



Minimize Contract Risk

Agreements with outside parties can either protect you from risk or infect you with it. Effective risk management starts with insights into each counterparty gleaned from your company's third-party risk and compliance management programs.

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Streamline Collaboration with Workflow

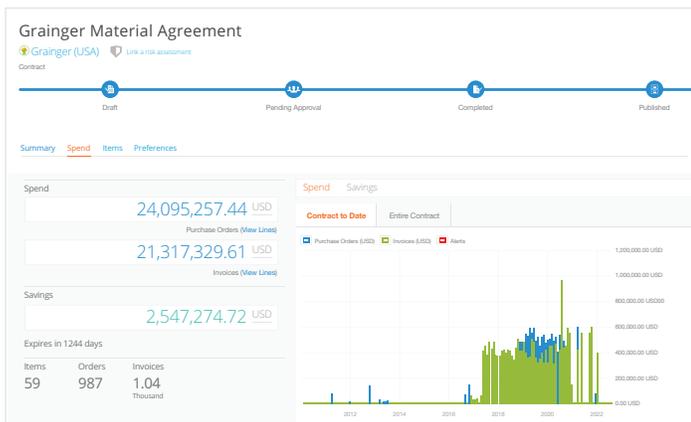
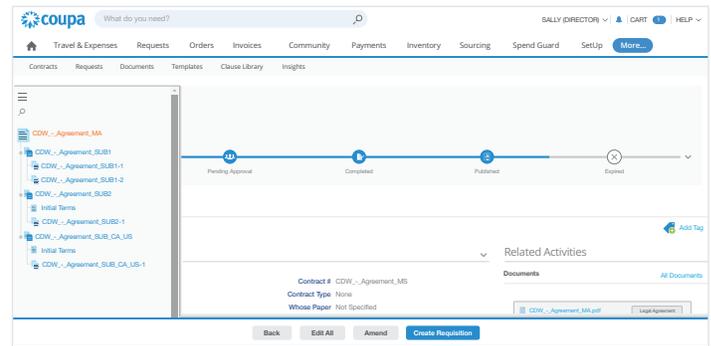
Coupa's powerful workflows enable efficient collaboration for internal contract approvals and negotiations, ensuring strict controls and audit trails with eSignature integration for hassle-free execution.

Gain Immediate Insight Into Every Contract

Coupa securely stores every contract in a central repository with comprehensive permission sets and robust search and filter capabilities. For instant access to prevailing terms, all contracts are stored within a hierarchy, with master agreement sitting atop amendments, and other subsequent documents, enabling automatic roll-up.

Report Across Entire Portfolio

When a request comes down from the C-Suite for a deep-dive report into your contract terms and conditions, you need to be able to get the right data quickly. Coupa structures the data from every contract, enabling the portfolio-wide visibility and reporting you need. Standard reports get you up-and-running quickly, while the ability to create custom reports allows highly tailored views.



Effectively Manage Obligations

Successful contract management relies on the careful stewarding of contract dates and terms to protect against service disruptions and unintentional breach. Manually monitoring every contract is challenging, but Coupa uses data to automate these processes. Set highly configurable alerts that are triggered when pre-set conditions are met.

Digitize Your Existing Contracts

You can't truly manage your contracts if some of them are stored outside your system. Comprehensive visibility into contracts requires uploading legacy and third-party contracts at scale, bringing the documents into the systems while understanding the contents of each document to provide the visibility you need to achieve your business goals.

Managing Your Contracts with the Leading BSM Suite

Leverage Coupa BSM for platform-level integration between contracts, purchasing, and AP.

- **Mitigate Counterparty Risk** — by giving users across the process visibility into the status and outcomes of risk, performance, and compliance screening to avoid agreements with high-risk parties and ensure the right terms are in place to mitigate any residual risk.
- **Accelerate Post-Award Contracting** — by automatically pushing data from sourcing to contracts, saving the hassle and risk of re-keying vital information from awarded bids.
- **Ensure On-Contract Spend** — by passing contractual line items into your purchasing systems to ensure employees are buying on-contract with selected vendors.
- **Operationalize Contracts** — by connecting them directly to where they'll be used, such as automating price checks in buying and invoice validation, monitoring revenue agreements, and helping the business identify and exercise negotiated payment terms.

Key Capabilities

Coupa Contract Lifecycle Management

- Full visibility into contract clauses and terms
- Easy guided experience for end users
- Microsoft Word add-in with check-in, check-out, and revisions for streamlined reviews
- Customizable clause library with language alternatives and risk scores
- Approval workflows and e-Signature integrations
- Central repository with comprehensive permissions to provide visibility into agreements
- Contract hierarchy for full, immediate access to prevailing terms
- Community powered contract insights

To learn more about Coupa Contract Lifecycle Management visit coupa.com