



## Save Time with Brief Convey™

Brief Convey™ is a conveyancing application from Stewart Title that enables Alberta legal professionals to generate documents required to close real estate transactions and order title insurance policies from one convenient application.

Developed specifically with the legal professional in mind, Brief Convey™ comes fully integrated with Alberta's Spatial Information System (SPIN2). Brief Convey's intuitive interface allows you to efficiently manage data and process times to seamlessly generate real estate documents.

Whether it is a purchase, sale or refinance transaction, Brief Convey™ can save you time and money every time you use it.

## Convenient & User Friendly

In addition to its intuitive user interface, Brief Convey™ offers a growing list of convenient, built-in functionality that will save you valuable time on every transaction.

These include:

- A unique Workflow Management Tool for easy file management
- Automatic calculation of accounts and statements, GST and GST rebates, and much more
- "Real Time Closing" and "Bring Forward" calendars to easily manage closings and bring forward items with the click of a button
- A document management system with the ability to store emails as well as documents saved in any format
- Standard Mortgage Terms included with the package of built-in documents
- The ability to create and manage contact lists
- A time-saving Projects feature to create multiple files using common data
- Extensive reporting to quickly view all aspects of your conveyancing practice (i.e., referrals, closings, client lists, etc.)
- The ability to view current lender schedules and mortgage product information
- Automatic generation of mortgage documents with lender's mortgage information and schedules

## Fully Integrated

The Brief Convey™ application will reduce errors and duplicate data through its full integration with many applications and services commonly used by today's real estate legal professional including:

### *SPIN2*

Save time and eliminate potential keystroke errors by importing essential title search information from SPIN2 directly into Brief Convey™. Retrieve legal descriptions, registration numbers, encumbrances and more.

### *Microsoft® Outlook*

Automatically email pertinent documents through Microsoft® Outlook via Brief Convey™. Word documents are automatically converted to PDF attachments when emailed using Brief Convey™.

### *TELUS*

Import information from your TELUS Assyst Real Estate files directly into Brief Convey™.

### *Stewart Title Electronic Policy System (STEPS™)*

Order and customize residential title insurance policies electronically via integration with Stewart Title's STEPS™ application.



## STEPS™ Integration

STEPS is an easy-to-use, web-based application designed to automate and simplify the process of ordering residential title insurance by guiding users through a step-by-step data entry and document selection.

STEPS™ automates a number of important processes to reduce the amount of time legal professionals need to spend ordering residential title insurance policies for their clients.

Brief Convey™ is fully integrated with the STEPS™ application, saving you time and reducing errors by automating processes and eliminating keystrokes.

For more information on the STEPS™ application, visit [www.stewart.ca](http://www.stewart.ca).

## Customized for Your Office

Brief Convey™ includes a variety of free, customizable settings and features to help streamline processes within your office:

### *Custom Precedents*

Brief Convey™ makes it easy to customize precedents for your practice. Edit pre-loaded precedents, or create your own custom precedents.

### *Custom Templates*

Minimize data entry by customizing your adjustments, bring forward and mortgage deduction templates, and account fees and disbursements.

### *Software Updates*

Continue to customize and tailor Brief Convey™ for your office through free software updates, adding new options and functionality to the application.

## Powered by Stewart Title

Brief Convey™ is a trademark of Stewart Title Guaranty Company, a leader in the Canadian title insurance industry.

Best known for its innovative technology systems that enhance the real estate closing process, Stewart Title helps its customers increase efficiency and decrease costs by offering value-added title insurance products for residential and commercial properties.

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