

Litigation Support

In late 2008, NBS was contacted by a large regional bank to address their litigation needs.

Challenge:

Our client became involved in a lawsuit related to commercial real estate litigation. To accurately represent themselves, the bank was responsible for retrieving all the documentation available and providing to the attorneys involved in the legal proceedings. This proved to be a challenge because the documentation needed for the case was in many different forms, including MS WORD, Excel, PDFs, TIF, JPEG, and E-mail. The Bank turned to NBS to convert all the various document types into one easy-to-read format and then transfer the documents to disk.

Solution:

National Business Systems was contacted to help resolve the Bank's immediate needs because of their experience in working with document reformation, security and data management. To meet the Bank's needs, NBS took several steps. First the data had to be imported and sorted into a usable format. NBS utilized a multi-step process that required various software tools to analyze the master files and rotate each document from a mixture of landscape and portrait layouts to one uniform format. Once everything was converted to PDF and normalized to a fixed position, NBS created a text file for each file name that the Bank provided. Once this was done, all the documents were sorted into one AFP file and burned to CD Rom for delivery to the client.

Conclusion:

In just under a week, NBS sorted and organized 364 folders, formatted 8,772 various document files and printed 30,000 pages of documentation for the client. National Business Systems was able to provide the client an organized and easy-to-read solution for their litigation, allowing them to concentrate on their legal strategy. In addition, NBS also provided all the documentation in a searchable electronic format.

