

**Proposal for Court Reporting Services**

\*\*\* , 2021

Presented to: \*\*\*\*

Trustpoint.One - Confidential and Proprietary

**\*\*\*, 2021**

On behalf of the entire team at Trustpoint.One, I would like to thank you for giving us the opportunity to present our court reporting solutions for your firm’s litigation support needs.

We understand the unique and often demanding requirements of litigation, and we have built our business around delivering an exceptional experience that includes platforms and world class support. We have invested in ensuring the security, confidentiality, and privacy of our clients’ data, as evidenced by Trustpoint.One’s SOC 2, Type II and ISO 27001 data center certifications and HIPPAA Compliance.

We look forward to the prospect of working with you and your colleagues. Please do not hesitate to contact me directly with any questions or if you need any additional information. Thank you for your consideration.

**Regards,**

Sales Director
@trustpoint.one

**Trustpoint.One Overview**
Court Reporting, eDiscovery, Legal Staffing, Translations, and Managed Review—everything you need for the entire litigation lifecycle, all in one place with one trusted partner. This is the Power of One™.

**Trustpoint.One Court Reporting**

To ensure that you receive the best possible service and technical solutions, we have only the most experienced certified court reporters and legal videographers. We are experts in litigation technology and our experience with complex litigation ensures efficient handling of your court reporting needs. By combining peerless technology with our always-reliable staff to deliver your transcripts on time, every time, and in any format you need.

**Peerless Technology** – We own our data centers and we do not co-locate. This means your sensitive information is as secure as it can possibly be.

**Easy Scheduling wherever you need us – Local, National and International** – Email your notice, use the scheduling link, on the Trustpoint.One Online portal or give us a call. It couldn’t be easier!

**With Pleasure** – We pride ourselves on service. Our missions is to be #1 in customer service and our mission starts with you.

**Fast Turnaround** - Transcripts are normally delivered within 10 business days. Expedited delivery is also available upon request.

**Electronic Delivery of Transcripts**- full-sized pdf, condensed pdf, ASCII (txt), hyperlinked exhibits (delivered in two formats to guarantee compatibility with systems.)

**Remote Solutions featuring ZoomGov.com –** **FedRamp encrypted, US based and stored.** We make this easy. Secure streaming of real-time text, audio and video, made available on your desktop, tablet or smart phone. **Electronic Exhibit Solutions** that allow the display and mark up of exhibits on-line. Also support MS Teams, Web-Ex, BlueJeans as well as other platforms.

**Additional Services Include:**

* Interactive Real-time in-person or remote text streaming
* Rough ASCII
* Specialized Case Management for large matters

**Video Services – Remote and In-Person**

**Legal Videography** ─ Trustpoint.One offers legal video services for depositions, statements under oath, mediations, day-in-the-life documentaries, site inspections, etc.

**Synchronized Digital Video** ─ transcript text is synchronized to the videotaped testimony. This product provides instant access to any portion of the testimony simply by searching for a keyword. Video segments may be played back in any order desired in a hearing, settlement conference or at trial. Synched video delivered in formats compatible with TrialDirector, Sanction, Textmap and West Publisher.

**Trustpoint.One Online Deposition Database & Repository**

All deposition transcripts, linked exhibits and synchronized videos will be stored in a secure, online repository at no additional cost.

**Job Calendar** –displays your current and past schedule as a searchable list or monthly calendar. You may also access your calendar on your cell-phone or other web-enabled wireless device.

**Repository** – securely access your transcripts, linked exhibits and synchronized videos from anywhere with an internet connection. Quick access to downloadable files or perform full-text search of all the transcripts taken to date.

**Billing Information** – which includes your payment history, outstanding balances and detailed invoices

**Benefits of Service**

We assist our clients in evaluating new and efficient ways to reduce litigation expenses on an ongoing basis. We are committed to developing new techniques to control costs and improve service while maintaining our high-quality standards.

**Continuity** – Having one team of reporters and one case manager who has complete familiarity with your case, subject matter and a single point repository for all transcripts in the matter.

**Confidentiality** – Single vendor relationship allows maximum security and control of documents and vital case information.

**Quality** – Our Quality Assurance Program continuously monitors our court reporters and other service providers to ensure excellence no matter when or where you call upon us.

**Services** – Our full range of services combines the latest technology with high-quality deposition services to support your litigation needs.

**Pricing**

Pricing provided here is for general planning purposes and does not constitute a binding agreement, and is valid for one year from the agreed date.

**Includes Cloud Storage and Repository Access** of transcripts in the following formats:  ASCII, PTX (E-transcript) Condensed PDF, Full PDF with Linked PDF Exhibits, PTZ with Linked PDF Exhibits, XMEF with Linked PDF Exhibits)

**Standard File Formats**

**Transcript Only:**

PTX

ASCII

Full and Condensed PDF

**Transcript and Exhibits:**

PTX

ASCII

Full and Condensed PDF

Full PDF with Linked PDF Exhibits

PTZ  with Linked PDF Exhibits

XMEF with Linked PDF Exhibits

**Transcript, Exhibits, and Sync Video:**

PTX

ASCII

Full and Condensed PDF

Full PDF with Linked PDF Exhibits

PTZ with PDF Linked Exhibits and Video Sync

XMEF with PDF Linked Exhibits and Video Sync

CMS with Video Sync

MDB with Video Sync

Upon Request: LEF, SBF, PTF, VID, SRT, and SMI

  ASCII, PTX (E-transcript) Full size and Condensed PDF with Linked PDF Exhibits, PTZ with Linked PDF Exhibits, XMEF with Linked PDF Exhibits)

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**Get in Touch**\*\*\*
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