



# **LEGAL DRAFTING & Analytics**

We understand the transformative power of data-driven insights. Through cutting-edge analytical techniques. We empower businesses to uncover valuable information, make informed decisions and unlock hidden opportunities using both off-the-shelf and bespoke solutions. Our legal support services encompass a wide range of task, and our goal is not only to reduce costs and improve efficiency for our clients but also increase productivity and save time. With our team of qualified professionals and legal experts, we deliver error free and accurate documents saving you time and efforts.



**Combining unparalleled legal and business information with Natural Language Processing, Analytics, Machine Learning and Artificial Intelligence**

**WHAT DO WE DELIVER?**, Life Simplified



# Our SERVICES

## 1. LEGAL PROOF READING

A legal proofreading service is a specialized service that helps ensure the accuracy, clarity, and correctness of legal documents as they are often complex and require precise language and formatting.

We provide:

Error Correction for grammar, spelling, punctuation, and typographical errors.

01

Clear language and organizing the document logically.

02

Verify that the legal terminology and citations are accurate and consistent throughout the document.

03

Ensure that document follows the required formatting guidelines.

04

Checking cross referencing for accuracy of Legal data.

05

We ensure confidentiality of documents and handle with proper care.

06

## 2. Legal Data Entry

In order for professionals to be able to successfully tackle complicated cases, there is a need to have access to the right data, in an efficient manner. Legal data entry services take the time-consuming process of digitization of uncategorized data and manual or automatic data entry off your hands. Through these services, we facilitate the ease and convenience of acquiring relevant data without any delay. Our Legal data entry services also involve using OCR technology to convert scanned legal documents into editable text formats. We are experts in handling large volumes with extensive care and deliver as per your specified requirements.

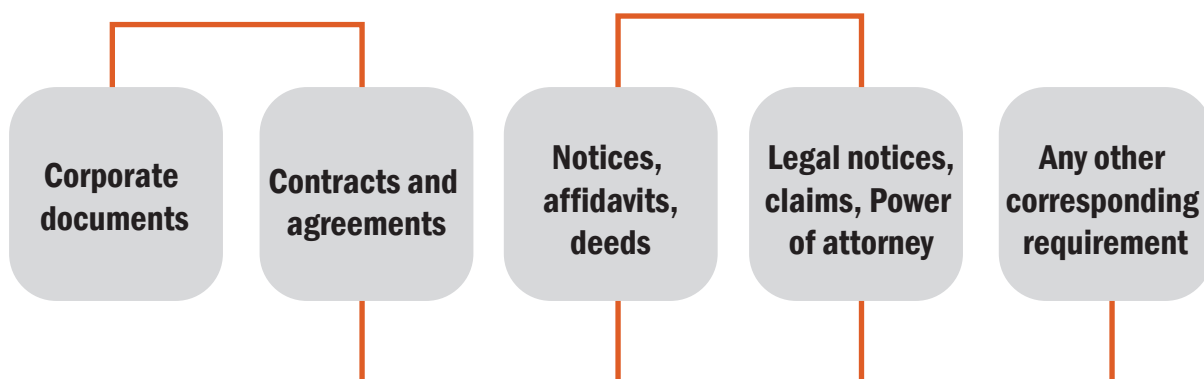


## LEXLEVEL

Compliance Amplified, Life Simplified

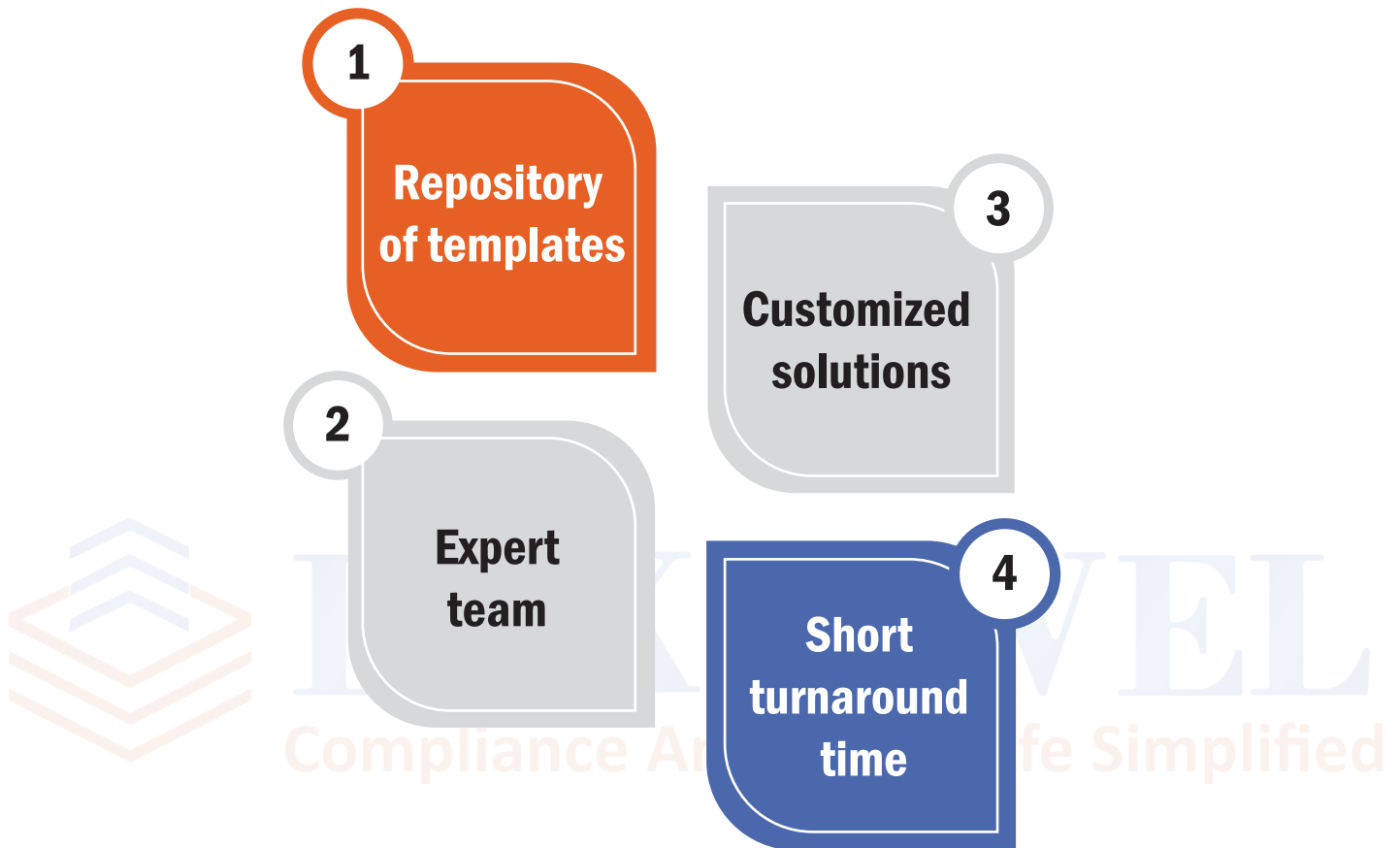
### 3. Legal Document Drafting

Our legal document drafting service provides professional assistance in creating, editing, and formatting various legal documents. We ensure that they are well-written, legally sound, and compliant with relevant laws and regulations. We cover a range of documents such as :



which can be drafted from scratch or based on specific formats or provided templates. We focus on the deep understanding of legal terminology, formatting, and the specific needs of the client or case. Please visit our Contract management solutions for extensive details.

## WHY US ?



## 4. Legal Research

It is a crucial aspect involving the process of finding, analysing and interpreting legal information related to legal issues, laws, regulations, court decisions, and legal principles to support legal arguments, decisions and make strategies. We use various primary and secondary sources to conduct our research as per the guidelines provided by you. We develop effective research techniques and stay updated on legal research tools and resources to provide sound legal advice and representation.



**Critical. Tactical. Practical.**

Explore the practice areas most critical to you and your company.

## Why Choose Us?

1. **Summarized content**
2. **Deeper insights**
3. **Better Outcomes**



### 10. OTHER SERVICES OFFERED BY LEXLEVEL

**Expertise:** Our team comprises experienced legal professionals and data experts who excel in their respective fields.

**Comprehensive Services:** We offer a full suite of legal drafting and data management services to meet all your needs in one place.

**Tailored Solutions:** We customize our services to align with your unique requirements and business goals.

**Compliance Assurance:** We maintain a strong focus on legal compliance, ensuring your documents and data are handled with the utmost care and in accordance with relevant regulations.

**Efficiency:** Our streamlined processes and cutting-edge technology result in quicker turn-arounds and cost savings for your business.

**Data Security:** Your sensitive data is safeguarded through robust security measures, protecting your company from data breaches and unauthorized access.

**Quality Assurance:** We adhere to rigorous quality control standards to deliver error-free legal documents and accurate data management.

**Client-Centric Approach:** Your satisfaction is our priority, and we are committed to providing exceptional customer service and ongoing support.

**Proven Track Record:** Our history of successful partnerships and satisfied clients speaks to our competence and reliability.

**Competitive Pricing:** We offer cost-effective solutions without compromising on the quality of our work.

**Scalability:** Whether you're a small startup or a large corporation, our services can adapt to the scale of your operations.

**Innovation:** We stay up-to-date with the latest legal and technological trends, ensuring your company benefits from the most advanced practices in legal drafting and data management.

## About **COMPANY**

LexLevel aims to build a healthy workplace and a better tomorrow, not just for the organisation but also for their employees and clients by simplifying the compliance complexities. We bring together distinct capabilities and experts to serve as the trusted advisors when you are facing your greatest opportunities or challenges.

Our mission is to foster a culture of compliance with our unwavering dedication and by enabling businesses to navigate successfully through the legal, ethical and regulatory requirements with confidence and integrity. We aim to create a brighter future for businesses by safeguarding our clients' reputation, growth, and success. Our Core Values start with “We” which emphasises the importance for us to listen and collaborate with you at every step and to deliver personalised solutions your organisation needs.



**LEXLEVEL**  
Compliance Amplified, Life Simplified



## About **FOUNDER**

LexLevel has been founded by Harshita Agarwal Sharma, a passionate advocate for ethics, eminent trainer and a strategic partner for various businesses, navigating them through complex landscapes of law and compliance. The journey began with a relentless pursuit of knowledge, earning a degree in B.A.LLB, soon becoming a certified Anti Money Laundering Specialist from the prestigious institute of ACAMS, the largest International organization for Anti-Financial Crime professionals. She is also an eminent speaker and a certified PoSH (Prevention of Sexual Harassment) trainer who has provided trainings to more than 600 employees, corporate leaders, vendors, Internal Complaints Committee (ICC) members across industries in domains relating to Anti-Bribery, Anti-Corruption, Employee code of conduct etc. Her commitment to excellence has driven her to continually stay ahead in this dynamic field and has helped domestic and International giants in successfully setting up their Compliance processes and internal control systems.





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