

LAWCOSTER PLATFORM USAGE PROCEDURE



TERMS

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| Contract | Contract for rendering services within the framework of the Order, concluded between the Customer and the Provider following the results of Selection; |
| Order | Request for ordering the Service posted by the Customer on the Platform; |
| Customer | The person who has placed the Order on the Platform; |
| Provider | Candidate chosen by the Customer for rendering the Service; |
| Selection | Procedure of choosing the Provider by the Customer from among the Candidates on the basis of the offers for rendering the Service received from them; |
| Platform | Online service for making Orders of Services placed on the Site; |
| Candidate | Law firm taking part in Selection; |
| Site | Web-site Trustware Consulting LTD with the following address www.lawcoster.net . |



INTERPRETATION

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| LawCoster | Depending on the context it may mean the Platform or Trustware Consulting LTD as the operator thereof; |
| Service/Platform/ LawCoster | Depending on the context we call our product “Service” (describing the services provided by it), “Platform” (speaking of hardware and soft hardware or firmware) or “LawCoster” (placing emphasis on the brand and speaking of the product as a whole). For the purposes of this document these terms are regarded as synonyms. |



FEATURES OF THE PLATFORM

The Platform allows:

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| the Customer | to create an Order, conduct the Selection and choose an appropriate Provider; |
| the Candidates | to offer the best terms for rendering the Services within the framework of their professional activity and criteria of the respective Order. |

Thus, **LawCoster** provides Candidates the opportunity to secure the Order, and Customers – to get the Service needed.



Creation of an Order

The Customer creates an Order by answering a number of questions on the Platform, and also specifies law firms among which they want to conduct the Selection, by choosing the required criteria. Alternatively, the Customer may post on the Platform an order that they prepared in advance.

After submitting the Order request form by the Customer, the Order is moderated by **LawCoster** and then the final version of the Order is presented to the Customer for approval. The Customer confirms the correctness of the Order or informs about any amendments that are needed. The approved Order is then sent to the Candidates.

A Customer Account is created for the Customer on the Platform. By using it the Customer can keep track of the status of their Orders, monitor the Selection process, and communicate with **LawCoster** and Candidates in the chat room.

If the Customer wishes, they have an opportunity to place anonymous Orders on the Platform. In this case Candidates won't know who the Customer is at the stage of Selection and until a Provider is selected.



Rankings

To make the process of choosing Candidates quick and convenient **LawCoster** offers not only traditional international and national rankings of law firms, but also a unique ranking developed by **LawCoster**.

LawCoster ranking is a new-generation law firm ranking, which combines all existing rankings, and also updates the grade of the law firm on the basis of real time feedback as provided by **LawCoster** users.



Registration of Candidates

Candidates who received the Order and want to take part in the Selection procedure, register on the Platform and obtain a Candidate Account, which enables them to get access to all the details of the Order, communicate with **LawCoster** and the Customer in the chat room, and submit their offers into the Selection procedure.



Selection

Candidates create their offers according to the Selection criteria chosen by the Customer. In the course of Selection all Candidates may ask the Customer clarifying questions in the shared chat room. Candidates are entitled to enter amendments into their offers any number of times until Selection is completed.

If before Selection is completed the Customer enters amendments into the Order, Candidates are entitled to adjust their offers that have been sent by that time or withdraw from Selection.



Choice of the Provider

Following the results of Selection **LawCoster** prepares the table with final results, on the basis of which the Customer chooses the Provider from among the Candidates.

After the Provider has been chosen, the Customer and the Provider conclude the contract directly between them.

The Provider shall conclude the contract with the Customer on the terms and conditions offered by it. If upon completion of Selection (before concluding the Contract) the Customer enters any amendments into the terms and conditions of the Order, the Provider is entitled to adjust the terms and conditions of rendering the Services or refuse to conclude the Contract.

After the Service has been completed, the Customer and the Provider notify **LawCoster** about this.

The Provider pays the Remuneration to **LawCoster** in accordance with the User Agreement and the letter of commitment, upon receiving the Order remuneration from the Customer.

If you have any questions about our service, please contact the **LawCoster** Support Team at the address: contact@lawcoster.net.