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 Founder and Partner
 Brecher, Wyner, Simon & Bolan, LLP

Better, faster communications thanks to eCopy

Canon/eCopy Solution keeps business booming

Anyone who has ever been through a real estate closing knows that there are mountains of documents involved. Whether it’s a commercial or residential real estate transaction, buyers and sellers must typically deal with deeds, mortgages, notes, releases, and more. Some are single-page forms. Others, like title examinations, can take up 100 or more pages.

While buyers and sellers can forget about most of these documents after the closing, the law firms involved aren’t so fortunate. They must usually keep all the documents related with a transaction for ten years. This is done as a service to their clients. It also provides the only complete record of the transaction since many mortgage companies and banks routinely shred all documents shortly after closing.

Managing all of this paperwork is a challenge for most general practice law firms. It can be overwhelming for a firm that specializes in real estate ... especially one that experienced rapid growth as the result of a regional boom market. That’s what was happening at Massachusetts-based Brecher, Wyner, Simons & Bolan, LLP.

The challenges of success

Brecher, Wyner, Simons & Bolan, LLP was founded in 1997. It’s location in Newton, only a few miles from downtown Boston, combined with the training and expertise of its partners, positioned it perfectly to take advantage of the impressive real estate boom that has dominated the Eastern Massachusetts area for the past few years. As a result, the firm grew quickly from five to thirteen attorneys and dramatically expanded its real estate-related activities.

Unfortunately, this rapid expansion quickly outpaced the ability of the firm to efficiently process and store important documents.

“We had paralegals and others devoting almost all of their time to creating complete duplicates of client files,” said Arthur Brecher, one of the firm’s partners. “We’d have at least two complete versions to ensure that no important document would get lost. Of course, we’d also have to make copies of one or more of the documents to send to various parties involved in the transaction. It was a very inefficient and costly process.”

This reliance on paper was also creating a major storage and retrieval problem. Typically, the firm stored complete documentation for each transaction in house for two years. After that, the files were transferred to an off-site vendor, where they were kept for an additional eight years. Again, costs were high. Retrieving documents, especially from the off-site location, was problematic at best.

Impressive arguments for the Canon/eCopy solution

The firm began looking at a number of approaches to deal with the paper onslaught. Providing storage capabilities on a local server was one part of the solution. Upgrading to a faster copier was another. However, finding a way to get the paper documents into the electronic storage medium was the missing link, until Arthur Brecher saw the Canon/eCopy solution in action.

“We knew that technology could provide the answer,” said Brecher. “But we couldn’t imagine that the answer would be this comprehensive or this easy to use. That’s why there was no hesitation at all when we saw a demo of the Canon/eCopy solution.”

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Location, location, location

The opportunity to test out the Canon/eCopy solution presented itself when the lease ran out on the firm's current copier. Arthur Brecher contacted the firm's Canon dealer and asked to see a demo of the latest networked digital copiers. Attorney Brecher was intrigued by the imageRUNNER equipped with the eCopy Suite. After a quick demo, he was sold.

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Two of the capabilities that quickly became very useful were scan and fax and scan and mail. That's because many of the law firms that Brecher, Wyner, Simons & Bolan deal with are still using fax to distribute their time critical documents.

“With the Canon/eCopy solution, faxes can be accessed electronically,” said Brecher. “We can use eCopy Desktop to make any needed changes or additions to the documents electronically and then fax or e-mail them back to the other attorneys. The amount of time we save by doing this is amazing.”

Of course, by saving all documents electronically in one on-site location, attorneys can quickly and easily retrieve any file or document they need in minutes, no matter when the actual closing occurred.

In closing

According to Arthur Brecher, the Canon/eCopy solution has dramatically reduced the time it takes to copy each transaction's documentation from 4 hours to 20 minutes. This has freed up the firm's paralegals to concentrate on more value-added activities in direct support of the firm's attorneys. The solution has also enhanced customer service by dramatically increasing efficiency and reducing the time needed to access stored documents.

In terms of cost savings, the Canon/eCopy solution has reduced the costs associated with faxes and courier services. But the primary savings come in the gradual elimination of off-site storage as all documents are eventually incorporated into the firm's on-site electronic storage.

A Profile of Brecher, Wyner, Simons & Bolan, LLP

Brecher, Wyner, Simons & Bolan, LLP provides personalized, creative, and innovative legal services to individuals and businesses. The firm is dedicated to providing its clients with well-planned legal assistance and well-defined strategies to meet personal and business planning objectives. The attorneys at the firm have over 25 years experience in the areas of Real Estate, Finance, Business Law, Estate Planning, Probate and Family Law, Estate Administration, and Civil Litigation.

Brecher, Wyner, Simons & Bolan, LLP has impressive expertise and experience in a full range of real estate legal services — from the purchase or sale of real estate to estate planning and asset protection. The firm represents leading lending institutions, as well as numerous individuals and business entities. It prides itself on helping clients seek a mortgage that is appropriate to their transaction and on providing advice in specialized areas such as the deferral of the capital gains tax resulting from the sale of commercial property.

