



# CIVIL PROCESS MANAGEMENT

*INTEGRATED, MULTI-AGENCY, CIVIL MANAGEMENT*

## WHAT IS IT?

EIS's Civil Process software is a solution designed to streamline the handling of civil papers within law enforcement. It manages various types of legal documents, such as:

- Small claims
- Restraining orders
- Divorce papers
- Eviction notices

It supports the tracking of fees, service attempts, and disposition of papers while ensuring compliance with state-specific and agency-specific mandates.

## BENEFITS

- **Compliance with Mandates:** If your office must serve civil papers, our software simplifies compliance by providing tools to handle service-specific requirements like personal and substitute services.
- **Centralized Management:** Agencies can create accounts for individuals or organizations bringing in papers and maintaining a history of all associated documents and services.
- **Streamlined Operations:**
  - Allows deputies and officers to log service attempts directly from the field using a web application.
  - Provides a way to track due dates, court case numbers, and service details for accurate reporting.
- **Improved Efficiency:**
  - Supports multiple service types for a single paper (e.g., personal serve and subserve).
  - Offers options to configure workflows to reduce repetitive data entry and minimize reliance on the mouse for navigation.
- **Customizable Fee Management:** Enables you to easily update and track fees in line with local regulations.
- **Reporting & Accountability:** Generates reports on services provided, showing the status of attempts, successful serves, and outstanding tasks.



### Serve with Confidence

Handle diverse service types (personal, substitute, and business) while meeting state and agency requirements



### Reduce Administrative Burden

Minimize repetitive tasks with automated tools and quick navigation



### Customizable and Flexible

Adapt to the unique workflows and fee structures of individual agencies



### Field-Ready Technology

Log attempts and serve updates directly from the field using a mobile-friendly web app.



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