

Forms in Nine Volumes Updated in this Shipment

Adoptions – We revised the Notice of Intent to Claim Paternity form to match the updated agency form. And, based on customer requests, we added more space in which to type in the name of an alleged father in the termination section of the volume.

Business Organizations – When registering an LLP, you will now list the number of general partners in the LLP at the time of registration pursuant to a change by the Texas Secretary of State.

Business Transactions Solutions – We updated the *Directors', Officers' and Principal Shareholders' Questionnaire* form per an update from the author, Alan S Gutterman.

Family Law – We updated the *Qualified Domestic Relations Order* for the Employee Retirement System of Texas. We made the inclusion of the social security numbers of the parties optional to match regulation changes by the agency which administers the plan.

Foreclosures – We enhanced the coding of two forms, the *Authenticated Claim of Creditor* and the *Warranty Deed in Lieu of Foreclosure*, to make them

(continued on page 2)

ProDoc and SOS Database Enhancement Released

When you install this update, you are beginning the process of updating your ProDoc database with a more robust technology.

The installation process may replace the existing database with the new technology. This enhancement is more likely to continue to perform correctly through situations such as:

- minor degradation of the operating environment caused by fluctuating electrical power conditions,
- other hardware or network interference,
- under catastrophic failures such as a complete

(continued on page 2)

Helpful Hints about this Installation

This update installation is very different from those of the past because of the database enhancement discussed below left. Here are a few quick hints to assist you:

- Time your installation for the last task of the day
- The installation is lengthier and will require a reboot/restart
- Leave the CD in the computer during the reboot
- Be certain that you install on the server for a network installation
- Be certain that you are logged in as an administrator

For an explanation of the above hints as well as information about system messages you may encounter during the installation, please visit:

www.prodoc.com/install-2010/

Your ProDoc Installation KeyCode Is on the Shipping Envelope

You will need a 20-character **KeyCode** to install this update. You'll find it on the envelope in which the CD shipped.

We strongly encourage you to keep the shipping envelope in a safe place so you have your KeyCode available when you install the update.

Your ProDoc Account Information Is Available Online

You can now go online and review your ProDoc subscription information, to find your Installation KeyCode, and your Registration Code(s). All this and more is available through MyAccount on the Thomson West web site.

Visit **MyAccount** at <https://myaccount.west.thomson.com/myaccount>.



(Volume Enhancements continued from page 1)

work better with other forms.

Guardianship – We added three new forms to the volume: *Notice to Interested Parties - Probate Code 633*, *Affidavit of Compliance - Probate Code 633*, and *Guardianship Referral to Harris County Probate Courts (Harris)*.

Litigation - We revised the *Motion - Federal - Pro Hac Vice, with Order* form to match updated agency form.

Real Estate – We modified a reference from Texas Business and Commerce Code to the Texas Civil Practice and Remedies Code.

Probate – We updated the *Affidavit of Heirship for a Motor Vehicle* form.

Lipman's Wills & Trusts – We revised approximately 100 forms with numerous enhancements, including:

1. Modified and improved the fee agreements to add more options for you.
2. Added a new form that revokes your client's existing revocable trust.
3. Revised the deed forms enabling you to draft an unlimited number of deeds at one time.
4. Improved and renamed the forms that were previously called *Memorandum Regarding Transfer of Accounts*.
5. Added a new option to draft trust agreements without withdrawal rights in all of the irrevocable trusts that contain Crummey withdrawal rights.
6. Modified pet trust language so that other provisions relating to the early termination of uneconomical trusts will not apply to pet trusts.
7. Removed the Widow and Orphan format settings from every form. Certain elements like the notary acknowledgments are affected. However, the formatting has been improved a great deal, especially for users of Microsoft® Word.
8. Enhanced most of the wills and revocable trusts, providing you the option to include several different types clauses payment of taxes and expenses.

(Database Enhancement continued from page 1)

loss of power, hard drive failure, or

- interruption of network connections between workstations and the file server.

We believe that the improved reliability will greatly reduce any down time you may experience in the event of database issues.

We also expect that the new technology will continue to perform responsively even as the database load increases through the addition of more users or as a greater amount of client and case data is stored.

What to Expect During the Installation Process

During the installation process the software will verify the integrity of the data in your existing ProDoc/SOS database. If no issues are discovered, your data will be converted to the new database format and the installation of the update will proceed in the normal fashion.

However, if an issue is identified during the installation process, your data will not be converted to the new format and the update will continue in the normal fashion. However, the program will alert us over the Internet that there is an issue. Our Technical Support team will contact you within a few weeks so they can assist with the completion of the database conversion.

Since we will be alerted to database issues via the Internet, please be sure you have an Internet connection established while you install this update.

Your data will not be visible to us at any point during this conversion process. Your data will be automatically backed up on your computer during the conversion process and we will not have access to it.

And, **none of your completed documents will be affected by this process.** Your documents completed in ProDoc are saved in a completely different directory and will not be affected during this conversion.

Where/Who to Call for Assistance

If you experience any issues or if you have questions about this process, please contact our Technical Support team at 800-759-5418, option 3.

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