Better Contract Design – FAQs

Better Contract Design ✓

World Commerce & Contracting

How can I use the Better Contract Design mark?

Your mark will be exclusive to the contract/document that has been reviewed and certified and should only be used on that document. The mark is valid for 2 years; if you wish to continue using it after that point, you'll need to check in with us by sending an updated copy of your documents so that we can confirm that they still meet our criteria for the mark.

Verification

Your mark will have a unique identifier URL that can be independently verified via Convergence.Tech platform. We also issue you a verifiable certificate which carries the same unique identifier URL.

How can I communicate that our organization has received a Better Contract Design mark?

We would be delighted for you to shout from the rooftops about your achievement! In addition to using mark on your document, we will also provide you with a for Better Contract Design recognition badge that you can use on your website and other marketing materials (but not on the contract/document itself, or any other contract).

Is the scheme free?

We are offering a free initial certification for one contract per organization (introductory offer for a limited time period). To have additional contracts certified, there will be an administrative fee of USD 500 payable to cover our costs, including document review, administration and certification. We may also offer special offers to NGOs, MSMEs, educational institutions, and organizations from developing countries – get in contact!

Are renewals free?

It depends on the extent of changes you made to the document during the intervening 2 years. If the document has been significantly changed or expanded and we need to conduct a thorough review, we may need to charge a review fee.

How can I submit documents to be evaluated?

Just send us the contracts you want us to review via email. We will also ask you to fill in a short form to provide our reviewers with some background information about your contract.

Do you evaluate documents not available to the public?

Yes, we often evaluate confidential contracts. We hold all the documents in confidence and all our reviewers are under confidentiality obligations.

How do you issue the mark and the certificate?

If the review is successful, we will send you the results and the mark(s) via email, to the address you provided. We will issue the digital certificate via Convergence.Tech to your correspondence email address.

Is there a deadline for application?

No, we accept and review contracts on a rolling basis.

Can I submit only part of the documents that form our agreements?

Yes, you can, but we will only review what you submit. This means that if you receive a Better Contract Design qualification mark, you will only be allowed to put it on the parts of the document(s) that we have seen and reviewed.

What do you look for when assigning a Better Contract Design mark?

We look for factors that indicate a deliberate effort to communicate clearly and engagingly with the counterparty. Simplicity is also a positive factor! Here are some examples:

- Concise sentences
- Reduced jargon
- Active verbs instead of passive ones
- Reasonable readability grades (Flesch Kincaid Grade target 10-14, the lower the better; Flesch Reading Ease, target 50-60, the higher the better)
- Logical, user-friendly organization of the document content, organized under clear and helpful headings
- A good, readable typeface and type size, e.g. 10pt or larger
- A clear, well-structured layout
- A good sentence length, 20 words or fewer
- Bullet lists and tables
- Additional visual elements that help reading and understanding, where appropriate, e.g. timelines, flowcharts, etc.
- Content tailored for the transaction at hand, e.g. just the terms needed for a certain transaction, rather than all possible terms
- The presence of summaries and examples
- Clarity and sufficient details about concrete actions to be done, e.g. how to send a notification and to whom, requirements, forms to be filled, etc.

For more information please contact bcd@worldcc.com
or visit www.worldcc.com/bcd