

# Web Forms

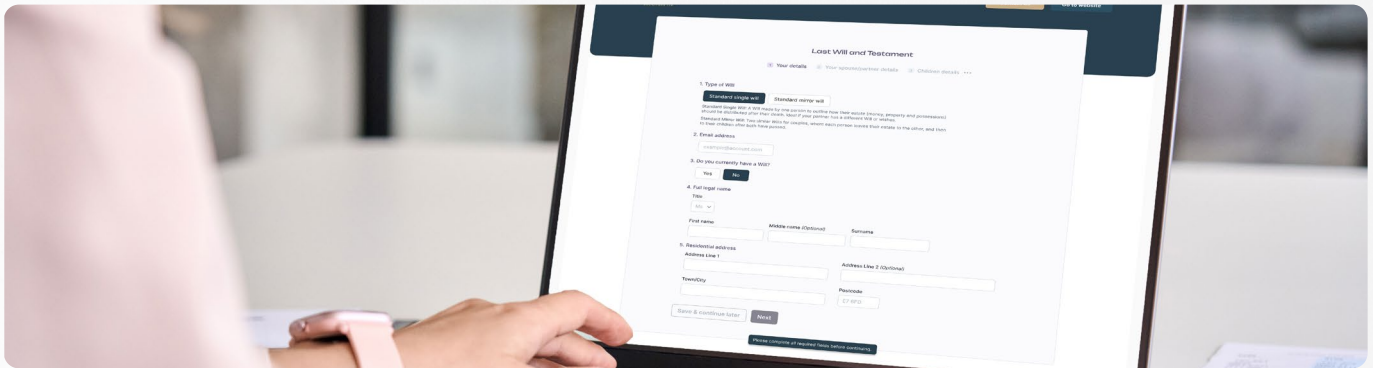
Easy web-form data captured into your PCMS.







## Client data capture made easy.



Instead of relying on paper forms, PDFs, and scattered email exchanges, firms can create tailored digital forms that guide clients through a smooth, intuitive onboarding experience. Forms are fully customisable to reflect firm-specific workflows, data requirements, and compliance obligations.

By digitising the entire intake process, firms reduce administrative burden, eliminate manual data entry, and accelerate case progression.

Submitted information flows directly into existing systems, giving teams immediate access to structured, reliable data.

### Examples of Web Forms you can use

- ✓ **New Client Enquiry Form** – Initial contact details, matter type selection, and basic conflict checking.
- ✓ **Conveyancing Instruction Form** – Buyer/seller details, property information, mortgage status, and ID checks.
- ✓ **Remortgage Questionnaire** – Property details, lender information, title number, and existing mortgage particulars.
- ✓ **Will Planner / Estate Planning Form** – Personal details, executors, beneficiaries, and asset overview.
- ✓ **Lasting Power of Attorney (LPA) Instruction Form** – Donor details, attorney choices, preferences, and instructions.
- ✓ **Family Law Initial Assessment Form** – Divorce, separation, finances, or child arrangement information.
- ✓ **Employment Law Enquiry Form** – Claim details, employer information, employment dates, and key documentation.
- ✓ **Personal Injury Intake Form** – Accident details, injuries sustained, medical treatment, and evidence upload.
- ✓ **Commercial Client Onboarding Form** – Company details, directors, AML information, and matter requirements.
- ✓ **Litigation Case Intake Form** – Dispute details, parties involved, timelines, and supporting documentation.
- ✓ **Probate Information Form** – Estate details, death certificate information, assets, liabilities, and executors.
- ✓ **Immigration Client Assessment Form** – Visa type, personal history, eligibility checks, and document uploads.
- ✓ **Crime & Defence Client Intake Form** – Incident details, representation requirements, and legal aid eligibility.





## Collect Data Digitally

Capture client information quickly and effortlessly through intuitive, user-friendly webforms. Clients can complete forms at their convenience, and your team receives structured, accurate data without the delays or inconsistencies that come with paper, PDFs, or email exchanges.

The screenshot shows a web browser window with the URL 'Mozaique V2 - Mozaique Web'. The page features a dark blue header with the text 'LOOK & SEE SOLICITORS LLP' and two buttons: 'Contact us' and 'Go to website'. A white modal form titled 'Remortgage Borrower Questionnaire' is displayed in the center. The form has a progress bar with four steps: 1. Personal details, 2. Property details, 3. Mortgage details, and 4. ... The first step, '1. Full legal name', includes a 'Title' dropdown menu with 'Ms' selected, and three text input fields for 'First name', 'Middle name (Optional)', and 'Surname'. The second step, '2. Residential address', includes two text input fields for 'Address Line 1' and 'Address Line 2 (Optional)', and two text input fields for 'Town/City' and 'Postcode'.

## Fully Branded Web Forms

Create digital forms that reflect your firm's identity with custom branding, colours, and messaging. Every interaction feels professional and on-brand, reinforcing trust and delivering a cohesive client experience from start to finish.

The screenshot shows a web browser window with the URL 'Sign in | Accesspoint Legal Ser - X'. The page features a dark blue background with a vibrant, abstract, wavy pattern in shades of blue and purple. A white modal form titled 'Accesspoint Login' is displayed in the center. The form includes two text input fields for 'EMAIL ADDRESS' and 'PASSWORD', a 'Remember Me' checkbox, a 'Forgot your password?' link, and a 'LOG IN' button. At the bottom of the form, there is a link for 'Internal Login?'. The Mozaique logo and the text 'Powered by Mozaique & PRC. All Rights Reserved' are visible at the bottom of the page.





## Website Enquiry Form

Convert your existing “Contact Us” form into a smarter, more powerful enquiry tool. Our technology enhances your standard website form with intelligent data capture, ensuring every enquiry is structured, complete, and instantly usable. Instead of receiving unformatted messages, your firm gets clear, organised information routed to the right team or department, helping you respond faster, prioritise effectively, and deliver a better first impression to every potential client.

The screenshot shows a web browser displaying the 'Contact Us' page of Look & See Solicitors LLP. The page features a dark header with the company logo and navigation links. The main content area has a large image of people in a meeting. Overlaid on this is a white enquiry form with the following fields: First Name, Last Name, Email, Phone, Enquiry Type (a dropdown menu), and a large text area for the message. A 'Send' button is at the bottom of the form. A small note indicates that fields with two asterisks are required.

## Department Specific Web Forms

Build tailored webforms for each practice area or department, ensuring you collect the exact information needed for different matter types. This keeps workflows efficient, reduces follow-up queries, and improves data accuracy across the firm.

The screenshot shows a web browser displaying a department-specific form titled 'Last Will and Testament'. The form is part of a 7-step process, currently on 'Step 1 of 7 - About You'. It includes a progress bar at the top. The form has sections for 'Helpful Tips' and 'Type of Will'. Under 'Helpful Tips', there are two options: 'Standard Single Will' and 'Standard Mirror Will'. Each option has a brief description. At the bottom, there is a dropdown menu for 'Type of Will'. On the right side of the form, there are three circular buttons: 'Next', 'Save and Continue Later', and 'Cancel'.





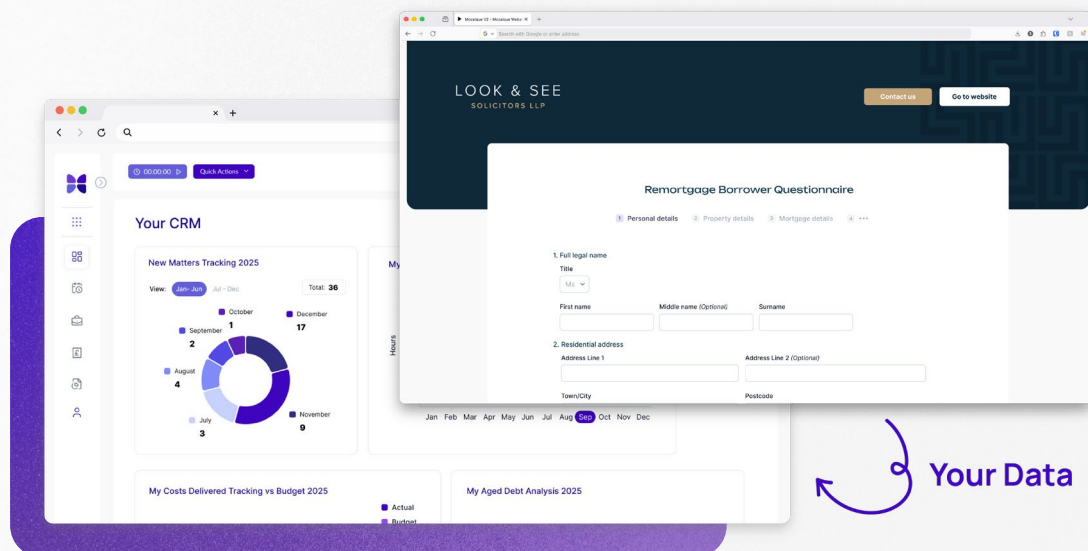
## Secure Data Storage

Protect sensitive client information with secure, encrypted data capture and storage. Our platform ensures compliance with industry regulations and best practices, giving both your firm and your clients complete peace of mind.



## PCMS/CRM Integration (optional)

Automatically sync captured data into your existing PCMS, CRM or other systems, removing the need for manual entry. We provide bespoke Webhook functionality so that information flows instantly into the right place, streamlining your processes and accelerating case progression.







### Conditional Logic

Build intelligent forms that adapt to each client's responses. Show or hide questions dynamically to keep forms concise, relevant, and easier for clients to complete.



### Automated Notifications

Receive instant alerts when a client submits a form, and trigger automated follow-up emails or tasks to ensure nothing slips through the cracks.



### Progress Saving

Allow clients to save their progress and return later, reducing abandonment and supporting more thoughtful, complete submissions.



### Mobile-Optimised Forms

Deliver a seamless experience on any device. Forms automatically adjust to mobile, tablet, and desktop screens, ensuring accessibility and ease of use.



### Website Integration

The webforms are hosted alongside your website for a smooth, uninterrupted journey. Clients can complete onboarding tasks reducing friction and improving engagement.



### Validation & Error Checking

Ensure data accuracy with built-in validation rules that prevent incomplete or incorrect submissions, reducing the need for follow-up clarification.



### Multistep Form Layouts

Break complex forms into clear, manageable steps. This improves user experience and helps clients progress confidently through longer questionnaires.



### Analytics & Tracking

Monitor form performance with insights into completion rates and submission trends, helping you refine and optimise your onboarding process.



### Guided Experience

Provide clients with clear instructions, tooltips, and guidance throughout the form, helping them understand exactly what information is needed and reducing the likelihood of errors or delays.