



AN OPEN INVITATION TO ALL  
E-DISCOVERY (AND INFORMATION MANAGEMENT) VENDORS

**Re: The Sedona Conference RFP+ Group  
Invitation to Join the RFP+ Vendor Panel**

Dear E-Discovery (or information management) Vendor:

Hopefully you are already familiar with *The Sedona Principles: Best Practices and Recommendations Addressing the Production of Electronic Documents*, and its companion piece (also described as a prequel), *The Sedona Guidelines Addressing the Management of Information in the Digital Age*, written by our Working Group Addressing Electronic Document Retention and Production WG1 (available on the homepage of our website).

This letter is written to invite all E-Discovery (and information management) companies in this and related areas to participate in the RFP+ Group as a member of the RFP+ Vendor Panel. The RFP+ Group has already published *The Sedona Conference® Glossary for E-Discovery and Electronic Information Management* and a paper on “*Navigating the Vendor Selection Process.*” Both have, as their goal, to help users of E-Discovery vendors to develop RFI’s and RFP’s in this area in a manner that allows for more effective communication between user and vendor, enhanced ability to compare apples to apples, and ultimately, reduced transaction costs and more predictable outcomes in this area.

The RFP+ Group consists of two halves: a “user” group, consisting of those who negotiate with vendors in the computer forensics/electronic discovery area, and a “vendor panel,” comprised of those vendors who are (1) willing to provide input to the drafting process when requested by the user group; and (2) willing to respond to RFI’s and RFP’s prepared in accordance with the *Navigation* paper, and to utilize *The Sedona Glossary*.

Being on the Vendor Panel contains several benefits in addition to contributing to a worthy and important effort in this rapidly growing field, including: (1) representing to your potential customer base that you are interested in competing on the basis of quality and cost; (2) representing to your potential customer base that you will respond to an RFI or RFP prepared in the manner recommended by the Group, thus making their (and your) job easier; and (3) your company would be included on the RFP+ Vendor Panel list on our website, linked to your own website, so that those who want additional information from your company can get it. The cost is only \$3500/year for your company’s first year’s membership, \$2500/year thereafter (based on our fiscal year, July 1-June 30; no proration).

If you are interested in joining, please send us an email at [tsc@sedona.net](mailto:tsc@sedona.net), or leave a message at 1-866-860-6600. Thank you for your consideration,

Sincerely,

*Richard G. Braman*  
Executive Director  
The Sedona Conference®