



Scribe PDF

FOR CONSULTANTS

32 TOOLS · PROPOSALS, CONTRACTS & INVOICES

The proposal, the statement of work, *the invoice deadline.*

Proposals, statements of work, contracts, invoices: every PDF that moves through an independent practice, handled on-device in one app, without emailing files between six different tools.

32

TOOLS IN ONE APP

0

FILES LEAVE YOUR DEVICE

1

APP, PROPOSAL TO PAYMENT

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iOS & macOS · App Store & Mac App Store

Built for the paperwork behind the engagement.

An independent practice runs on PDFs: proposals sent to prospects, statements of work signed at kickoff, invoices sent at every milestone, contracts bound for the client file. Scribe PDF covers what happens to every one of those documents from proposal to payment.

Why on-device matters here: rates and client contracts are exactly the files that shouldn't round-trip through someone else's server. Every tool below runs locally, inside Apple's app sandbox. Nothing is uploaded to process a PDF.

● Create & Organize	8 tools
● Read & Extract	7 tools
● Protect & Secure	6 tools
● Sign & Mark Up	5 tools
● Present & Listen	4 tools
● Optimize	2 tools

32

tools, organized
into six clear
workflows

2

platforms:
iPhone, iPad,
and Mac

0

servers your
client data
touches

1

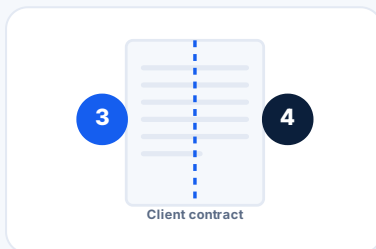
app, from
proposal to
payment



Merge PDFs

[Create & Organize](#)

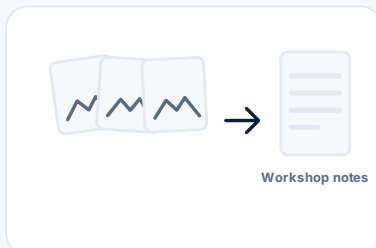
The proposal packet needs one file, not six exports. Merge the proposal, the statement of work, and the rate sheet into a single PDF for the client.



Split PDF

[Create & Organize](#)

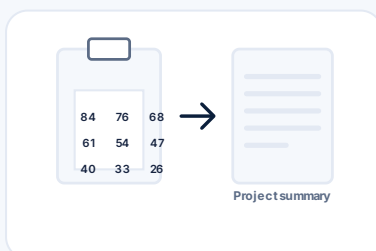
A 40-page master services agreement needs the scope section pulled out for the client and the pricing section pulled out for finance, without re-exporting from the proposal software.



Images to PDF

[Create & Organize](#)

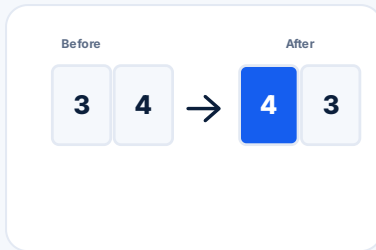
Fifteen photos of workshop whiteboard notes become one clean PDF for the discovery summary, with no separate scanner and no re-typing the notes.



Clipboard to PDF

[Create & Organize](#)

Copy a project timeline straight out of the planning tool and paste it into a one-page PDF for the client update, without a screenshot tool in between.



Page Organiser

[Create & Organize](#)

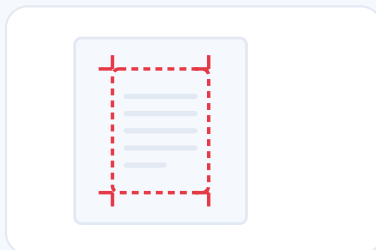
The proposal binder came back from the printer with the pricing section ahead of the scope section; reorder the pages to match the client's RFP template before submission.



Rotate Pages

[Create & Organize](#)

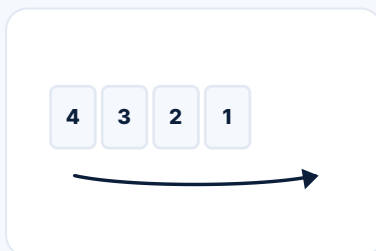
Half of the 25 scanned signed contracts arrived sideways. Rotate every page back to portrait in one pass before they go into the client file.



Crop Pages

[Create & Organize](#)

A scanned signature page has a wide margin from the printer; crop it to match the rest of the bound contract file.



Reverse Pages

[Create & Organize](#)

The scanner fed 20 pages of client feedback forms in reverse order. Flip the page order back to chronological sequence before the review.

Read & Extract

Get the schedule, the requirements, and the words out of a PDF and into something usable.



OCR

[Read & Extract](#)

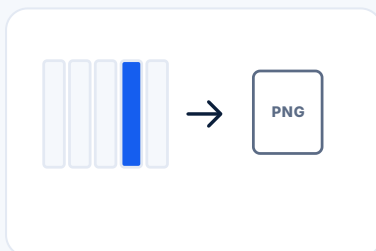
A three-year-old paper contract has to be referenced for a renewal, but it's a photocopy. OCR turns it into real, selectable, searchable text before it goes in the client file.



Extract Text

[Read & Extract](#)

Pull just the deliverables paragraph out of a 20-page statement of work into plain text, ready to drop into the kickoff email without retyping.



Extract Pages

[Read & Extract](#)

Export only the pricing page from a 30-page proposal as a clean PNG for a follow-up email, with no screenshotting and no re-opening the full proposal.



Table Extraction

[Read & Extract](#)

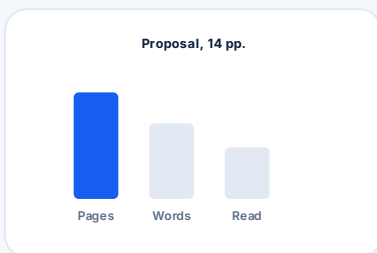
A rate card is buried in a PDF export from the proposal software. Pull it straight into a real spreadsheet, cell by cell, instead of re-keying every row.



Find in PDF

[Read & Extract](#)

Find every reference to "deliverable" across a 60-page master services agreement before the review: every match, across every page, in seconds.



Document Stats

[Read & Extract](#)

Check the page count and read time on a draft proposal before it goes to the client, a quick sanity check before the real review.



PDF to Markdown

[Read & Extract](#)

Convert a client's RFP PDF into clean Markdown so it drops straight into the proposal draft, headings and bullet points intact.

Protect & Secure

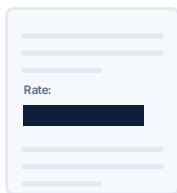
Lock what's confidential, remove what shouldn't travel, and prove what changed.



Password

Protect & Secure

Encrypt the fee proposal before it's emailed to the client: real password protection, not a folder that just looks locked.



Redact

Protect & Secure

Black out the rate before a case study is shared publicly on the website: gone for good, not just covered.



Watermark

Protect & Secure

Stamp "DRAFT, NOT FINAL" across every page of the preliminary proposal before it's shared with the client.

TITLE
Project Proposal

AUTHOR
Consultant Name

CLIENT
Acme Co.

Metadata

Protect & Secure

Set the Title, Author, and Client fields correctly on the final proposal before it's archived: the details a file search actually reads.

AUTHOR
consultant@practice.com

FILE PATH
/Clients/2026/proposal_draft.pdf

Removed before external release

Strip Metadata

Protect & Secure

Strip the consultant's name and internal file path out of a PDF before it's shared externally with a prospective client.



Bates Number

Protect & Secure

Stamp CON-000001 through CON-000980 across every page of a large deliverable package, sequential and consistent, the way the client's legal team expects it.

Sign & Mark Up

Sign it, stamp it, mark it up, ready for the sponsor or the PMO.

Statement of Work

Devon Osei

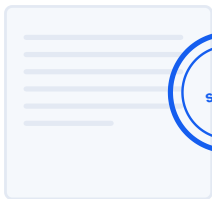
Due: 10/01/2026



Fill & Sign

Sign & Mark Up

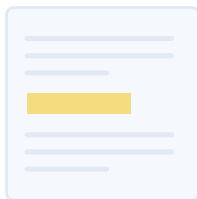
Fill in the statement of work fields and add a signature before the project kicks off, with no printing, signing, or re-scanning.



Stamp Library

Sign & Mark Up

Stamp SIGNED across the completed statement of work the moment the client approves it, before it moves to the project file.

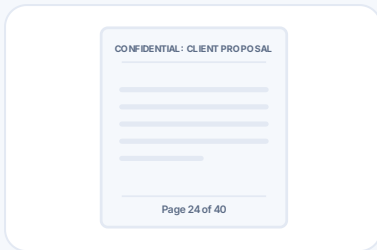


Scope item
changed:
confirm w/ client

Annotate

Sign & Mark Up

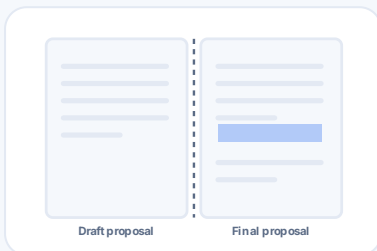
Highlight the scope item that changed since the last draft and leave a comment for the client, directly on the proposal.



Headers & Footers

[Sign & Mark Up](#)

Add "Confidential: Client Proposal" and automatic page numbers across a 30-page proposal before it goes out for distribution.



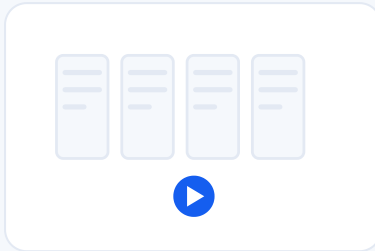
Compare PDFs

[Sign & Mark Up](#)

See exactly what changed between the draft proposal and the final proposal, side by side, before presenting it to the client.

Present & Listen

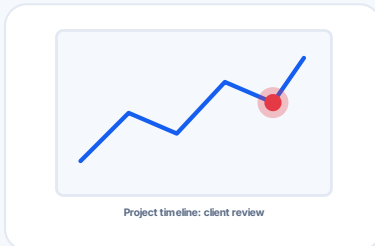
Take the status report into the steering committee, or into your commute.



Slideshow

Present & Listen

Present the proposal full-screen to the client, straight from the PDF, with no separate deck to keep in sync with the document.



Presenter Mode

Present & Listen

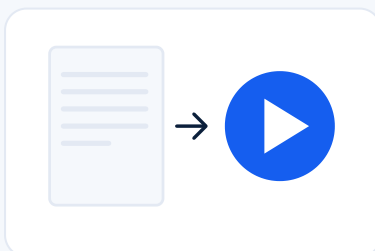
Walk the client through the project timeline with on-slide markup, pointing straight at the milestone that matters.



Read Aloud

Present & Listen

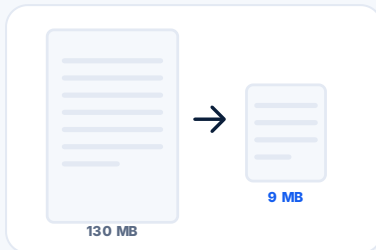
Have a 15-page master services agreement read aloud on the commute in, instead of squeezing the reading in before the negotiation call.



PDF to Audiobook

Present & Listen

Turn the industry report reading into an MP3 for the commute, with the proposal deadline closing in.



Compress PDF

[Optimize](#)

A 70MB scanned discovery document batch won't attach to an email. Compress it down to something that actually sends, without losing legibility.



Merge Layers

[Optimize](#)

Flatten the optional-content layers the proposal software leaves behind in its PDF export, so the deck prints clean for the file instead of blank.



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