

Client Portal

Cybercrime, especially **email fraud**, has seen a significant rise in recent years, with communication and document sharing becoming **increasingly vulnerable to hackers**.

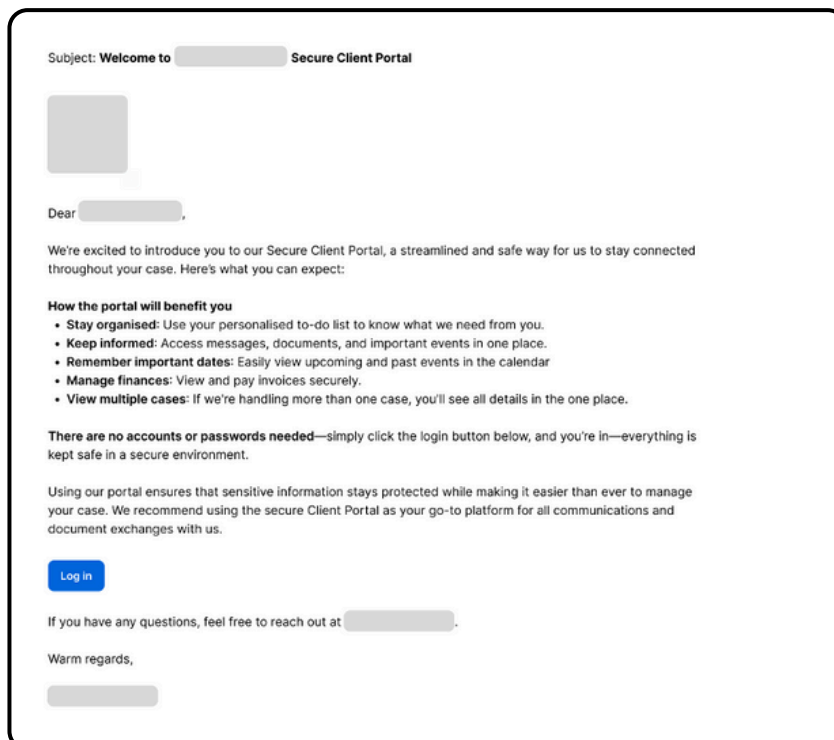
To ensure your **information remains secure**, we use the **Client Portal** as our primary platform for communication and document sharing.

Our Client Portal allows you to:

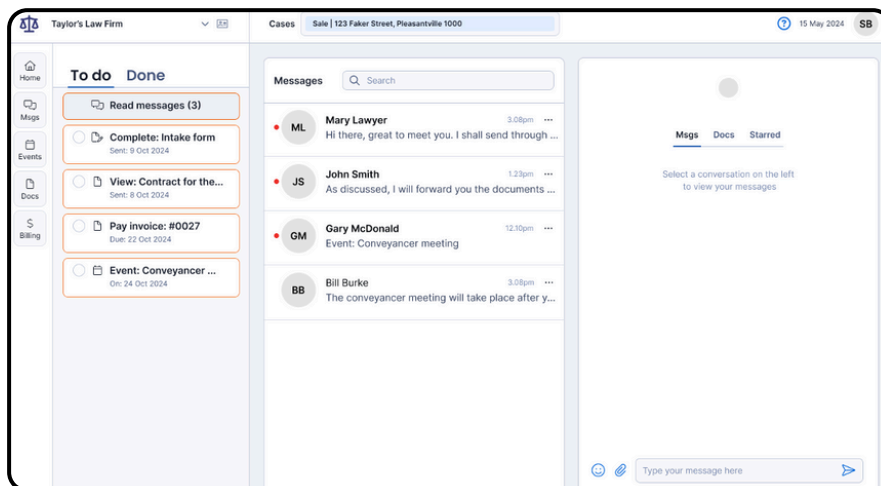
- Communicate with your lawyer and our firm with ease
- View documents and forms we have sent you, and upload documents you'd like us to review
- Check upcoming important dates and save them to your calendar
- View and pay for invoices issued to you

Follow these steps to get started:

1. We've sent you an email titled **Welcome to <Our Law Firm>'s Secure Client Portal**. Click on **Log in** to get started:



2. Our Client Portal will open in a new browser window.



3. Be sure to send us a message to let us know you've got access to our Client Portal. You should also set up your 2FA to ensure the portal remains secure.
4. You'll also receive an email when we send you a message or item that needs to be reviewed. Simply click **Log in** to access the Portal.
5. To access our Client Portal at any time, bookmark **Client Portal**. You can log in with your email address and follow the prompts to verify your access.

