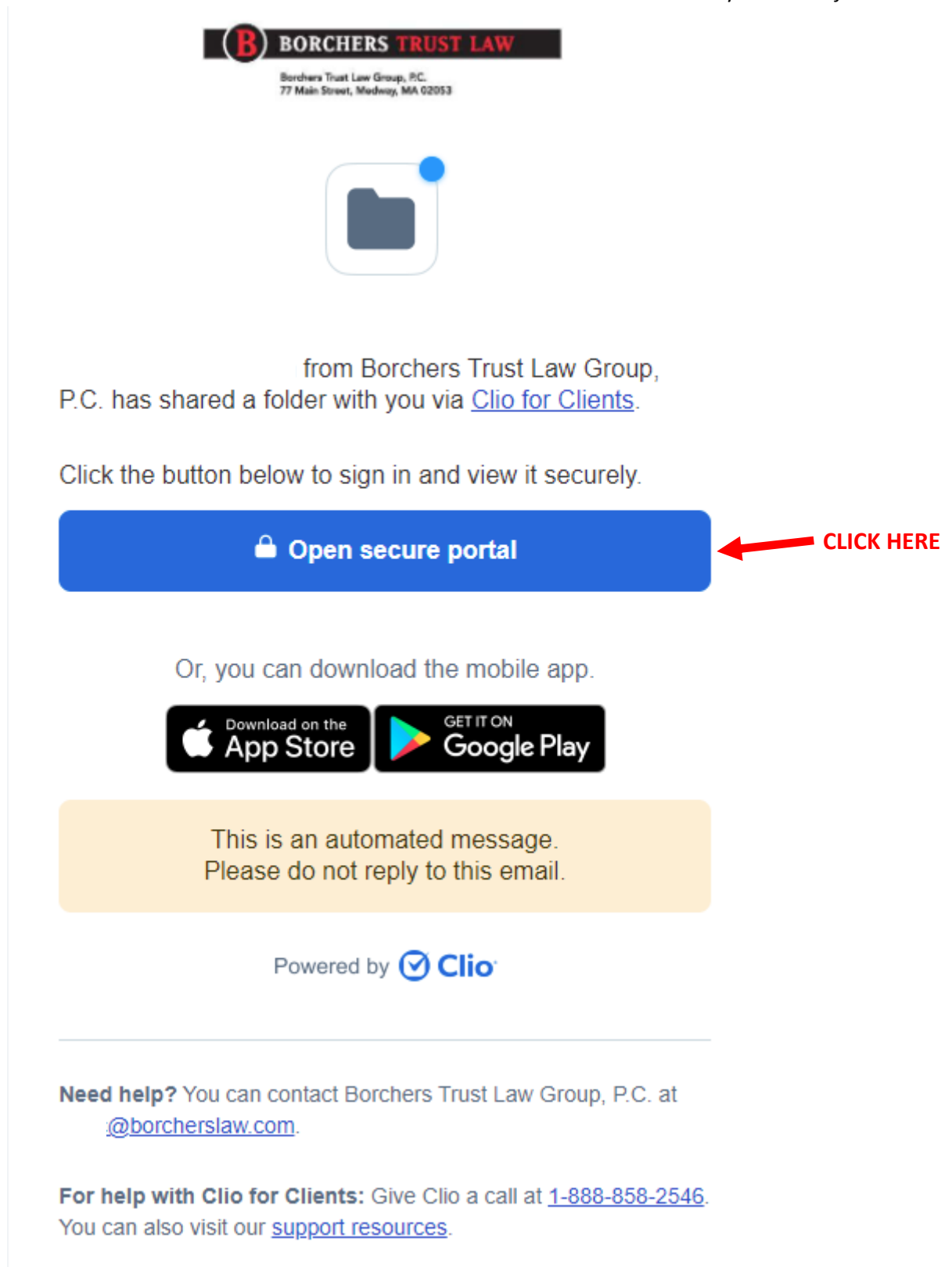


Guide To Using Clio for Clients

Borchers Trust Law Group (BTLG) offers a secure portal where you can access, upload, and download files pertaining to your matter.

In order to utilize this convenient feature, please review the instructions below. Should you have questions, you can always contact BTLG for assistance.

1. You will receive an email from a member of the firm at BTLG that a folder has been shared with you via *Clio for Clients*.



The screenshot shows an email notification from Borchers Trust Law Group. At the top is the firm's logo and address: Borchers Trust Law Group, P.C., 77 Main Street, Medway, MA 02053. Below the logo is a folder icon with a blue notification bubble. The text reads: "from Borchers Trust Law Group, P.C. has shared a folder with you via [Clio for Clients](#)." Below this is the instruction: "Click the button below to sign in and view it securely." A prominent blue button with a lock icon and the text "Open secure portal" is shown, with a red arrow pointing to it from the text "CLICK HERE". Below the button, it says "Or, you can download the mobile app." and provides links to the App Store and Google Play. A yellow box contains the text: "This is an automated message. Please do not reply to this email." At the bottom, it says "Powered by Clio" with the Clio logo. A horizontal line separates the main content from the footer, which includes: "Need help? You can contact Borchers Trust Law Group, P.C. at @borcherslaw.com." and "For help with Clio for Clients: Give Clio a call at [1-888-858-2546](tel:1-888-858-2546). You can also visit our [support resources](#)."

2. Your email should be pre-populated, but if you prefer to use a different email address, please enter it.



Clio for Clients

Sign in to your secure portal

Enter your email and we'll send you a secure password-free sign in link.

CLICK HERE 

By creating an account, you are agreeing to our [Terms of Service](#) and [Privacy Policy](#)

3. Check the account for the email address you provided.



Check your inbox!

Click the link in the email we've sent to @gmail.com to sign in.

 [Open Gmail](#)

 [Open Outlook](#)

Or, open your email inbox.

Didn't receive an email from Clio
<donotreply@clio.com>?

[Resend email](#)

4. In your email account, click on the banner to sign in to your secure portal.



You're almost there!

Click the button below to open Clio for Clients with your **secure password-free sign in link**.

This link will expire in 1 hour. You can get a new one by signing in from the mobile app or clients.clio.com.

Sign in to secure portal

CLICK HERE

Copy this link to your browser if the button doesn't work:
[https://clients.clio.com/sign_in/
01f2b9cb187def149381241a3531eab9?](https://clients.clio.com/sign_in/01f2b9cb187def149381241a3531eab9?)

For help with Clio for Clients: Give Clio a call at [1-888-858-2546](tel:1-888-858-2546).
You can also visit our [support resources](#).

This is an automated message. Please do not reply to this email.

300 - 4611 Canada Way, Burnaby, BC, V5G 4X3
© 2022 Themis Solutions Inc.

5. Your account is set up! Be sure to bookmark clients.clio.com/login or use the link on our website for future access.



Welcome, !

With Clio for Clients, you can:



Message your law firm securely.



Review and send documents easily.

Got it