

Getting Started with our Client Portal



Register:

- 1. Go to https://cp.uslegalsupport.com/
- 2. Click "New User? Sign up Here"
- 3. Enter your details and click the "Sign Up" button

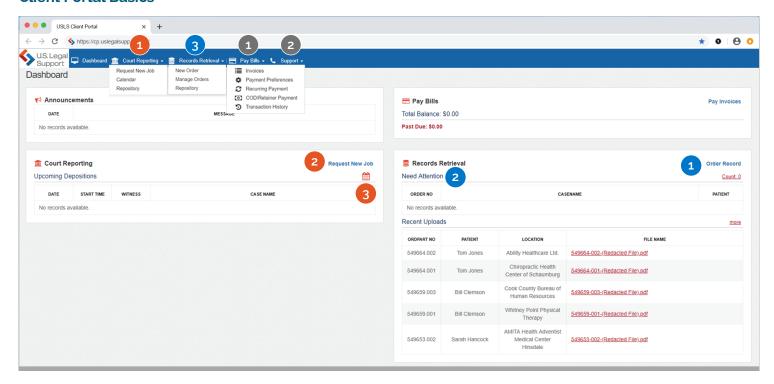
Login:

- 1. Go to https://cp.uslegalsupport.com/
- 2. Enter your credentials
- 3. Click "Login" button

Note: If you forgot your password, click the "forgot your password" link to reset it.



Client Portal Basics



Quick Access and Helpful Tips

Court Reporting

1 Access the Repository

All ordered transcripts and exhibits are stored within the portal and can be accessed and downloaded at any time.

2 Schedule a Deposition

Quickly schedule a deposition. The express scheduling option is faster than email!

3 View Your Calendar

See what you have scheduled in one central location. Drill down into the job details page for quick access to more relevant details.

Record Retrieval

Order Records

Quickly place orders for new records. The system will prompt you for all necessary information, ensuring our team has all relevant details to begin the retrieval process.

2 View Actionable Items

Any record order requiring your attention will be listed here.

3 Manage Record Orders

See the status of your order, including calls placed, pending actions and more.

Other

1 Invoice Management
Pay invoices, view transaction history and set preferences.

Procedure 2 Technical Assistance
For technical assistance, please complete the Support Ticket form. For other questions, please reach out to your U.S. Legal Support representative.