

Please note: We recommend using any modern browser for the best experience.

On the provided login page, click the **Sign Up** button.

1 In the **Sign-up** field, select **Add a User to an Existing Account**. Provide your First Name, Last Name, Email and Phone, then create a Password. Enter your Customer Account # **(you can get this from your account administrator)** and ZIP code.

If you're an attorney, check the box marked **Attorney**, then type in your Bar ID number.

The screenshot shows a three-step sign-up process: USER INFORMATION, ACCOUNT INFORMATION, and PAYMENT INFORMATION. The 'USER INFORMATION' step is active. It includes radio buttons for 'Create a New Account' and 'Add a User to an Existing Account' (selected). Required fields are marked with an asterisk: First Name, Last Name, Email, Phone, Password, Password Confirm, Customer Account #, and Zip Code. There is an 'Attorney?' checkbox and a help icon. A blue 'NEXT' button is at the bottom left. A legend indicates that an asterisk denotes a required field.

Click **Next**.

2 Verify that this is the correct account.

Check **I Agree**, then click **Finish**.

The screenshot shows the 'ACCOUNT INFORMATION' step. It features a dropdown menu for 'Type of Account' set to 'Law Firm/Legal Department'. Below is a text input field for the account name, currently showing 'Rapid Legal Test Account'. A second text input field contains the address 'e.g. 123 Main Ave #200, Los Angeles, CA 90013' with a checkmark icon. Three input fields show 'Testkk123232', 'jnl@rapidlegal.com', and '(800) 366-5445'. A disclaimer text is present at the bottom, followed by an 'I agree' checkbox.

A verification email will be sent to the email address provided.

- 3 Once the email is verified, a new tab will open confirming that the account was created successfully. A Confirmation email will also be sent.

To immediately start placing an order, log in using your Email Address and Password in the thank you screen.

Thank you for creating an account with us.

Your email address is verified and your account is active! A welcome email has been sent to me@mylawfirm.com and should arrive in your inbox within the next few minutes. If the email does not arrive, please check your junk-mail folders. If you need service immediately, please call Customer Support during office hours of 8:00 AM – 5:30 PM Pacific.

Log in below to start placing orders. To return the home page click here.

Secure Login

Email Address:

Password:

Remember me

[Forgot password? or New user?](#)

[Need assistance?](#)