



Client Document Vault



Introducing our new Client Document Vault, a password-protected area where you can store and exchange electronic files with us easily, securely, and professionally.

We are focused on being your trusted advisor for tax, business and financial consulting needs. In order for us to serve you in these areas, we are becoming increasingly reliant on electronic forms of communication to exchange information between you and our firm. While this can make sharing information simpler for all of us, unfortunately it can also increase the risk that certain sensitive information may be intercepted or accessed by unauthorized users. With the problem of identity fraud on the rise, new laws, regulations and practices need to be implemented in order to ensure your data remains secure.

EASY TO USE

Your private document vault can be accessed using any web browser with your user-name and password and does not require the opening of additional ports or the installation of special software to use it. If you can surf the internet, you can use our Client Document Vault. If you forget your password, no worries, you are able to reset your password at any time, day or night.

The screenshot shows the login interface for the Client Document Vault. At the top left is the Baker Sullivan Hoover logo. The main heading is "Client Document Vault". Below this is a "Login" section with a dashed line separator. It contains an "Email:" field, a "Password:" field, a "Remember me" checkbox, a "Log In" button, and a "[Forgot your password?](#)" link. A second dashed line separator is below the login fields. At the bottom of the page, it says "Welcome to Baker Sullivan Hoover Client Document Vault".



TOTAL SECURITY

It is amazing how many sensitive files are sent "in the clear" — unencrypted and open to theft by any hacker or cyber thief. Many people are not aware that all files sent by e-mail travel across the internet completely un-encrypted.

Our document vault uses advanced 128-bit SSL encryption so we can send and receive anything to anyone with complete peace of mind.

Client Document Vault

Upload Files to "Investments" Folder

To upload, click the 'Choose Files...' button and select files from the dialog window that pops up. **To upload multiple files at once**, hold down the Shift or Control key while selecting files. To upload multiple files from different folder locations, simply use the 'Choose Files...' button multiple times.

Interested in uploading entire folders or drag-and-drop? [Click here to switch to the "Enhanced Java Upload" tool.](#)

Files:

Title: *

Details: (0/1000)

Send email notifications when this upload finishes
 Overwrite files with the same name

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SEND LARGE FILES
 Many files are simply too large for standard e-mail. Stop wasting time breaking up large files into small pieces or hoping for the best when you click "send" (only to be disappointed). Our document vault is the one-click solution for any kind of file transfer.

STORAGE & BACKUP
 The vault is not limited to data which you wish to exchange with us for any specific engagement. Store your important files (wills, insurance policies, etc.) in your document vault. Access them from anywhere. Your data is organized, protected and available to you 24 hours a day.

Client Document Vault

Welcome, Client Name
 Sunday, January 17, 2010

Home | My Settings | Log Out

Search Folders

Folders > Name, Client > Tax Returns

Folder ---->

Tax Returns

With Checked:

	Title	Mb	Uploaded	Creator	Details
<input type="checkbox"/>	2008 1040.pdf	0.03	1/17/10	J. Hicks	
<input type="checkbox"/>	2009 1040.pdf	0.03	1/17/10	J. Hicks	

powered by sharefile

Our Client Document Vault is available to all of our clients as part of our service. You will receive a user-name and temporary password once your setup has been completed. If you have any questions or need to inquire about your user-name and password, please feel free to contact us.

We will store your tax returns and financial statements in your private Client Document Vault beginning with the 2009 tax season. You can send us tax return information and other sensitive documents by uploading them to your private Client Document Vault.



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