



DocLink

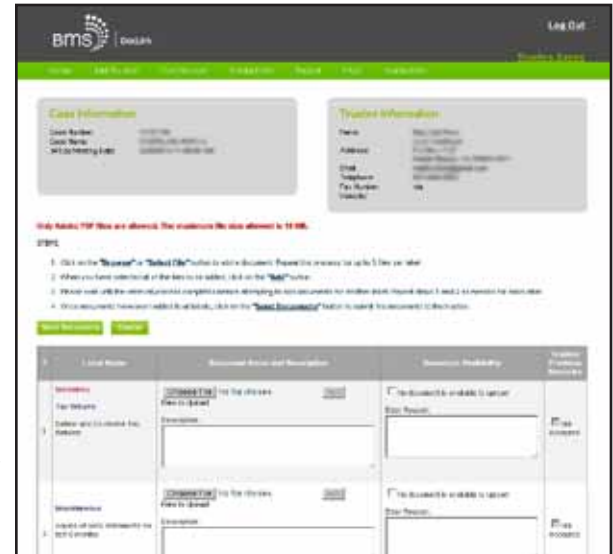
# The Ultimate Solution for 341(a) Document Management and Collaboration between Debtor Attorneys and Trustees

## 341(a) Document Management Portal

*Submit Documents directly to Trustees  
for 341(a) Meetings—Easily*

- Secure Portal for Uploading 341(a) Documents directly to Trustees who are BMS clients
- Quickly Review Document Requests by Trustees
- Track and Report all Documents Submitted
- Intuitive, Easy-to-Use Interface
- Cloud-based—No Software to Install
- Available at No Cost to You

*Intuitive screens let you know exactly which requested documents have been uploaded and which ones are still outstanding.*



Learn more: [Visit DocLink.bms7.com](http://DocLink.bms7.com)



DocLink

## *The Ultimate Solution* for 341(a) Document Management and Collaboration between Debtor Attorneys and Trustees

DocLink dramatically streamlines the process for receiving requests for debtor documents and supplying them to Trustees on the BMS Case Administration platform.

### **Automated Requests and Tracking**

Once you're registered, all paper documents are completely eliminated. DocLink automatically notifies you when a new document is requested, keeps track of all the needed documents in our secure portal, and even reminds you when a requested file hasn't yet been uploaded. As you upload the requested documents, the Trustee office will have their documents right away. And best of all, no more worrying whether or not you have supplied all the documents requested in time for a 341(a) meeting. DocLink keeps track of everything so you can present a report of all documents that have been uploaded and can focus on the more important aspects of each case—all at absolutely no cost to you.

### **Use with Multiple Trustee Offices**

DocLink lets you request access to other DocLink-enabled Trustees by Region, District, and Division, allowing you to use DocLink with as many Trustees who are BMS clients as possible. DocLink even lets you register members of your staff for access—so anyone in your office can assist in uploading important case documents.

### **Preferred Over Any Other System**

That's why more Debtor Attorney Offices prefer to submit their 341(a) documents through DocLink over any other system to manage 341(a) document requests—it's free to use, and it's a terrific time-saver.

And, in your business, isn't time the most precious commodity of all?

Learn more: **Visit [DocLink.bms7.com](https://doclink.bms7.com)**



## **Get Started in 3 Easy Steps**

### **1. Obtain Registration Key**

Please email the Trustee and request a unique Registration Key to get started with the DocLink registration process.

### **2. Connect to DocLink**

Visit the DocLink site through the link sent in the invitation email sent by a Trustee office or go to <https://doclink.bms7.com>.

### **3. Create an Account**

Using the Registration Key provided by the Trustee, create your account and establish a unique User Name and Password. For multiple Trustees, simply add additional Registration Keys to your existing DocLink account.