

It's easy to review your e-filing history

E-filing summary now available on MY LawPRO

Want to confirm the date when you filed your professional liability insurance renewal application? Or the date and time when you filed your innocent party buy-up application?

You can now review a summary of all your e-filings on the LawPRO website within the last five years. Simply follow these easy steps:



Step 1:

To access the **MY LawPRO** section, you must first sign in to the secure part of the LawPRO website using your Law Society number and LawPRO e-file password. You have three options to sign in:

- Sign in using the **MY LawPRO** sign-in box, which you will find on every page; OR
- Select **MY LawPRO** in the top navigation bar to access the sign-in page; OR
- Select **File Online** in the **Quick Links** box on the home page to access the sign-in page.

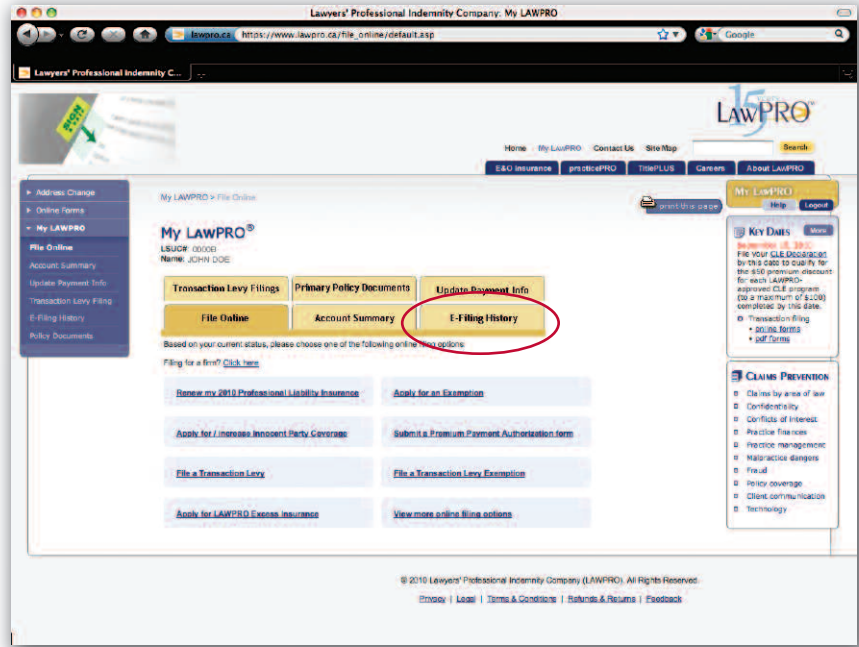


Step 2:

Sign in using your Law Society number and your LawPRO e-file password.

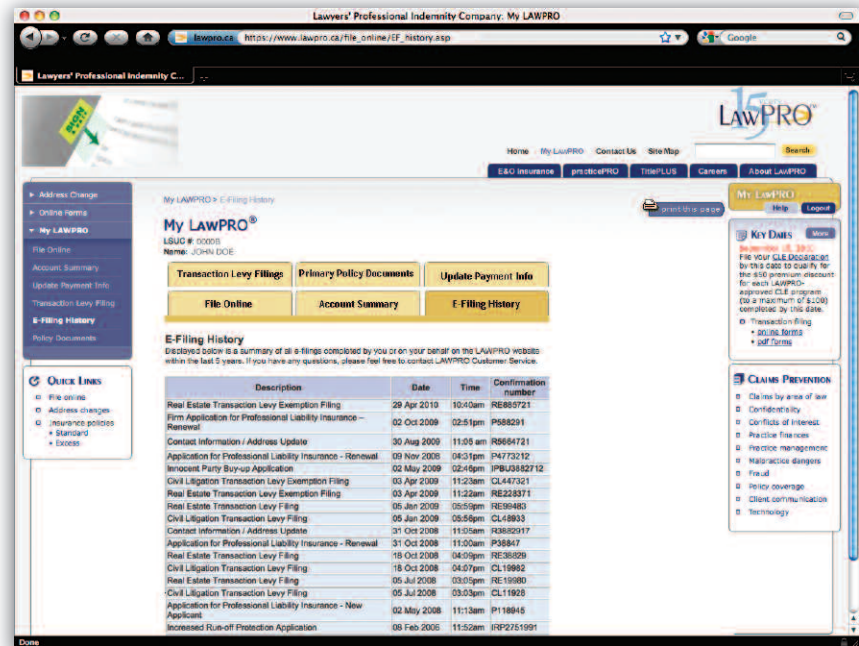
Step 3:

The new E-Filing History tab now appears on the list of online services on your **MY LAWPRO** page. Select the E-Filing History tab.



Step 4:

The E-Filing History tab will display a summary of all e-filings completed by you or on your behalf on the LAWPRO website within the last five years.



We also invite you to take some time to explore the other tabs and links leading to the many other online services available to you in MY LAWPRO.