Creating Your SMC Account

Step-by-step registration instructions for the SMC client portal.

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

Start here: sterlingmadison.legalconnect.com/Registration

1 Enter Your User Information

On the registration page, select **"Sign Up"** and **"Create a new account."**

Enter your first and last name, email, phone number and password.

If you are an attorney, check **"Attorney"** and enter your Bar ID.

Indicate how you heard about us, then click **"Next."**

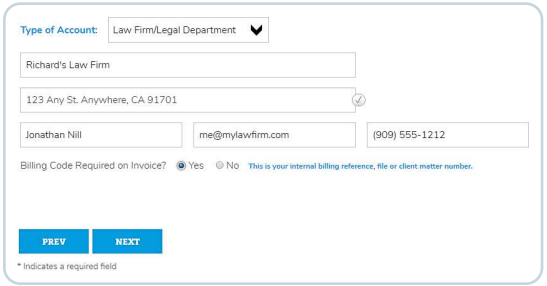


2 Enter Your Account Information

Select the account type and enter your organization name and address.

Provide billing contact information and any optional internal billing code.

When complete, click **"Next."**

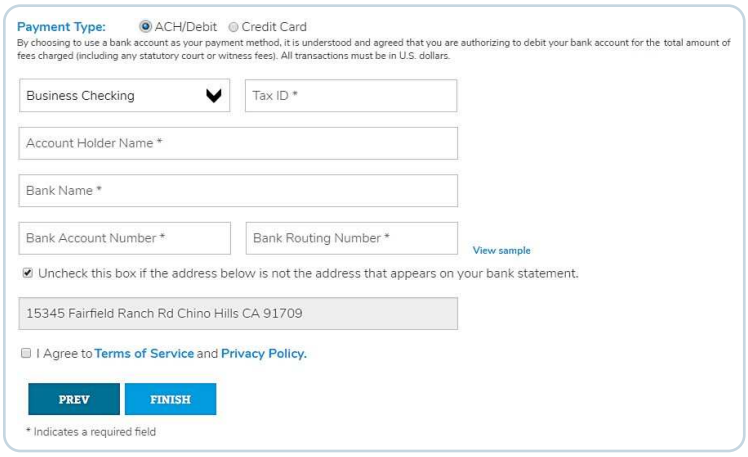


Add Payment Information

Choose the payment method you will use for orders.

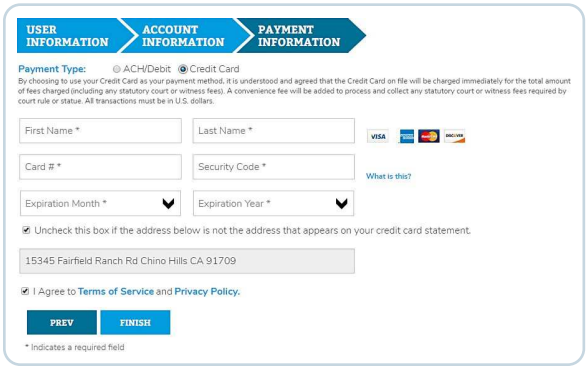
3A Option A: ACH / Debit

Select **"Business Checking"** and enter the Tax ID (no spaces or dashes), or choose **"Personal Checking"** and supply the requested license details.
Enter the account holder, bank, account and routing information.
Confirm the billing address, check **"I Agree,"** then click **"Finish."**



3B Option B: Credit Card

Enter cardholder name, card number, expiration and security code.
Confirm your billing address, check **"I Agree,"** and click **"Finish."**



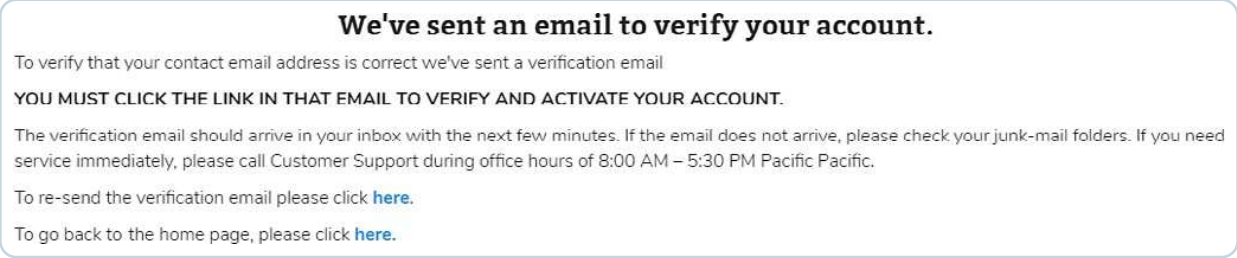
Verify Your Account and Sign In

4 Verify Your Email

A verification message will be sent to the email you provided.

Open the email and select its verification link to activate your account.

If needed, check your junk-mail folder for the message.



5 Sign In to Start Placing Orders

Once your email is verified, you will receive account confirmation.

Use your email address and password to sign in to the SMC client portal.

From your dashboard, you can begin submitting orders.

