

REGISTER OR SUBSCRIBE WITH HOTDOCS MARKET

Some users already have an account with HotDocs Marketplace – those are IowaDocs® subscribers that already paid (The Iowa State Bar Association, ISBA) for their IowaDocs® 2015 subscription before January 7, 2015 (we consider these users as pre-registered). All others will be considered subscribers.

Pre-registered users are already registered to use the IowaDocs® product within HotDocs Marketplace – no need to do anything further (you have already paid for IowaDocs®). New subscribers, these are ISBA members that have not renewed for IowaDocs® 2015 or are new users to IowaDocs®, these “subscribers” will need to register and then purchase the IowaDocs® product from the HotDocs Marketplace.

- Pre-registered users, please follow the steps described below for “Pre-Registered Users Process”.
- Subscribers, please follow the steps described below (starting on page 2) for “Subscribers Process”.

Pre-Registered Users Process

1. Visit www.hotdocsmarket.com.
2. Click on the “Register” link in the upper-right corner of the page.



3. Fill out the registration form – NOTE: be sure to use the correct email address of the user. If you are unsure what email was used please contact support@iowadocs.net and provide us with the IowaDocs® users name and we will be able to provide this for you.

Create a HotDocs Market user account

Fill in the form below to complete the registration process.

| | |
|--------------------------|--------------------------|
| First name | Last name |
| <input type="text"/> | <input type="text"/> |
| Password | Confirm password |
| <input type="password"/> | <input type="password"/> |
| Email | |
| <input type="text"/> | |

We need to verify that you are a human

If the letters contained within the image are hard to make out, please click on the image to get a different one.



Enter the characters in the image above

[Learn more about how this protects me.](#)

I accept the [terms and conditions](#) offered by HotDocs

[Return](#) * Required field

4. Accept the terms and conditions and click on the “Create Account” button.
5. That is it – you are done and can start using IowaDocs® on the HotDocs Marketplace.

For more information or training on IowaDocs® on HotDocs Marketplace please visit <http://www.iowabar.org/?page=HotDocsMarket>.

Subscribers Process

1. Visit www.hotdocsmarket.com.
2. Click on the “Register” link in the upper-right corner of the page.



3. Fill out the registration form – NOTE: be sure to use the correct email address of the ISBA member that this subscription will be/is under. If you are unsure what email is used by the ISBA for a member please contact support@iowadocs.net and provide us with the subscribers name and we will be able to provide this for you.

Create a HotDocs Market user account

Fill in the form below to complete the registration process.

| | |
|--------------------------|--------------------------|
| First name | Last name |
| <input type="text"/> | <input type="text"/> |
| Password | Confirm password |
| <input type="password"/> | <input type="password"/> |
| Email | |
| <input type="text"/> | |

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If the letters contained within the image are hard to make out, please click on the image to get a different one.



Enter the characters in the image above

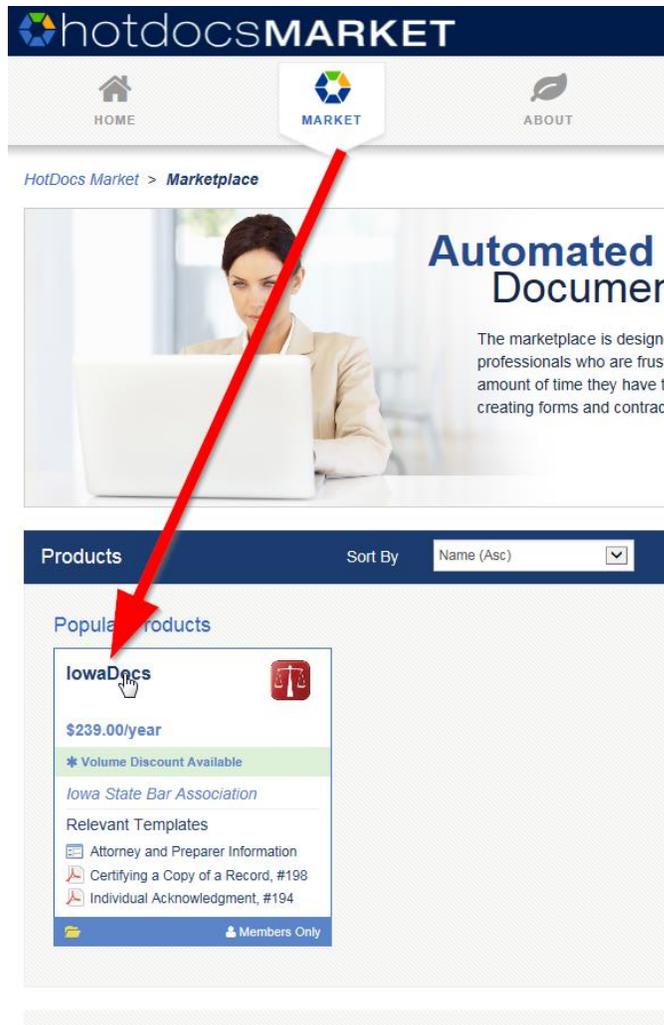
[Learn more](#) about how this protects me.

I accept the terms and conditions offered by HotDocs

[Return](#) * Required field

4. Accept the terms and conditions and click on the “Create Account” button.

- Next click on "IowaDocs" from the product list in the "Market" list.



- Add IowaDocs® to your cart (upper-right corner), select your proper category. The category is based on the number of attorneys in your firm (whether or not all attorneys will use the program). So, if you have 2 attorneys you would select the category 3. If you have 7 attorneys you would select the category of 9.
- Go through the process of payment. Once that has been completed you will have access to IowaDocs® on HotDocs Marketplace.

For more information or training on IowaDocs® on HotDocs Marketplace please visit <http://www.iowabar.org/?page=HotDocsMarket>.