REGISTRATION FOR UPLOAD OF DOCUMENTS
FOR TRUSTEE BRIAN A. TUCCI

1. Go to https://documentdelivery.epiqsystems.com/
2. Click on "Create a New Account"
3. Enter information to create new account and "Click I'm Not a Robot" and then click box acknowledging acceptance of terms. Once all fields are completed, click on "Register"*
4. Once you create the new account, you will receive an email invitation from Epiq with Subject Line: "Epiq Document Delivery Registration Verification"
5. **BEFORE CLICKING ON LINK** (which is not yet active) send email to inquiries@ch13balt.com requesting Access Token. CLICKING ON LINK BEFORE ACTIVE WILL REQUIRE EPIQ INVOLVEMENT.
6. Once Access Token is processed, you will receive an email from Brian Tucci's staff advising that the Access Token was processed
7. You can now click on the hyperlink in the email sent from Epiq (show below) to complete registration
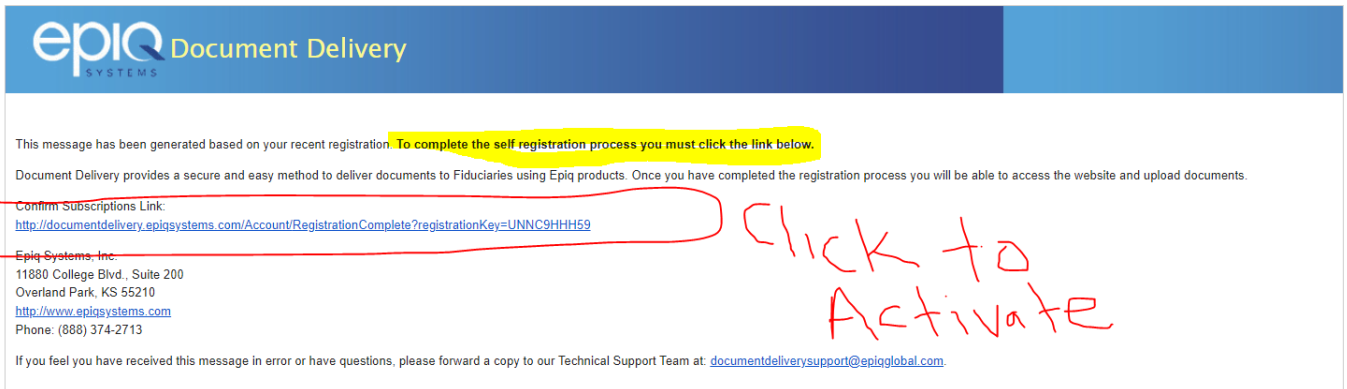
8. Your registration is now complete and you can login and begin document upload.

*Note, you MUST complete Step 3, and wait for the Access Token from Step 4, for you to complete this process.

‡**PLEASE ALLOW ONE BUSINESS DAY FOR PROCESSING**