Attorney Portal Registration

Texas Legal
Always by your side

Step 1: Visit the Portal

- Go to **portal.texaslegal.org**.
- In the section titled **First Time Portal Visitor Registration**, click the button **Click to REGISTER for the Texas Legal Portal** to create your account.

Step 2: Select Your Account Type

- Select **Create Attorney Account**.

Step 3: Enter Your Information

Fill out your information:

- Email Address (We recommend using your business email or an email account you check regularly. Texas Legal will send portal notifications and important communications to this email address.)
- First and Last Name, including prefix or suffix
- Set up your security questions. (This will be used if you need to setup your password or recover your account.)

Step 4: Enter Your Law Firm Information

- Choose **Attorney** at the top of the page.
- Enter the **name of the law firm** you are registering under. (If you work with multiple law firms, you should create separate accounts under each firm.)

Step 5: Associate Attorneys with Your Account

- Define which attorneys should be associated with your portal account.
- Only add attorneys whose claims and authorization requests you may need to submit, review, or manage.

Step 6: Approval & Password Setup

- Once Texas Legal approves your registration (this could take 2-3 business days), you **will receive an email** (**Subject: Your Texas Legal Portal Registration Has Been Approved**).
- Follow the steps in the email to **set up your password**. You will use the security questions created in Step 3.
- The password setup link will **expire in 72 hours**.

Need Help?

If you have trouble registering, contact **attorneys@texaslegal.org.**