



## Our Secure File Service

We are not allowed to open attachments on any email.

However, if you would like send us documents, you can use our Secure File Document service. Please call our office at 330-345-8635 and we can set it up for you.

If you are not a client yet, we will need the following information when you call:

***Your Full Name, Your Address, and Your Social Security Number***

With this info we can set up a secure, encrypted, portal that you can send sensitive documents to us without fear.