SecureShare™ Delivery Portal

One of the biggest challenges faced by companies responding to subpoenas is how to securely and efficiently deliver responsive documents. Safari's SecureShare™ portal is the answer. **It is the only solution that integrates a file delivery platform with a paywall that allows you to automatically recover your cost.**

Traditional Approaches Don't Work

We created SecureShare™ because other electronic delivery alternatives are hard to use and burdensome for parties outside your corporate network. Some challenges of these encrypted delivery systems include:

- Outlook plugins or other software downloads are often required
- Recipients have to manage encryption keys and additional accounts/passwords
- Third-party systems (e.g. FTP sites) are usually not integrated with your company's SOP response management system, requiring manual re-upload of every file individually
- No proof of receipt or other audit information is saved within your company's response management system
- In many systems, the files remain indefinitely and require manual deletion
- Email response systems typically have file size limitations, creating one-off workflows for large files and thus difficulty storing all files in one place

DID YOU KNOW: If response files are too large for email, companies will often encrypt them on a DVD or flash stick—*in violation of their security policies as well as the firms'*—and send them in the mail.

SecureShare

We designed SecureShare emphasizing security and usability. As a result, it works with any file size or type. There is nothing for recipients to install, no user accounts to set up, and no encryption keys to manage. If the issuer has an email address and access to the Internet, you can deliver subpoena responses with confidence.

Full-Featured or Delivery-Only

Moreover, if you already have a subpoena managment solution in place, you can keep your existing system and just use SecureShare for document delivery and cost recovery.

Safari Law
SOP Response Simplified

SafariLaw.com
info@SafariLaw.com

425.298.3620
Bellevue, WA

SecureShare™ Delivery Portal

Delivery with Security in Mind

Two-Factor Authentication. For added security you can opt to deliver using two-factor authentication which sends two unique access keys: one via email; the other via fax.

Encryption. When the issuer accesses the unique page at the SecureShare™ portal, all file transmission is encrypted end-to-end using 128-Bit SSL on Microsoft Azure.

Isolation & Deletion. SecureShare™ is housed on a different domain and completely separate from your company's subpoena response system; moreover, all files are automatically deleted after 14 days or immediately when the issuer confirms receipt.

Access Control. Only the recipient can view the unique document ID and passcode needed to download the response files.

> **DID YOU KNOW:** Many companies struggle with response cost recovery. Some have checklists to send 2nd and 3rd payment reminders to issuers. Others have even resorted to sending invoices to collection agencies.

Cost Recovery Built In

The Challenge of Billing. Chasing small-dollar receivables is often more expensive than it's worth. An automated solution like Safari is the answer.

Automatic Invoice Generation. Safari enables companies to pre-configure invoices that are automatically generated. It also tracks pre-payments, generates one-off invoices for unique situations and records pre-negotiated amounts prior to billing.

> **DID YOU KNOW:** Companies can now seamlessly collect tens to hundreds of thousands of dollars annually that were previously left unrecovered.

SecureShare Paywall. To recover your subpoena response costs in Safari, simply select a recovery option and the system does the rest—It's that simple. Once enabled, when an issuer accesses the portal to download their documents, they are prompted to pay your invoice using a credit card.

Reporting. Safari automatically captures all cost recovery data so you can easily view revenue generated and return on investment.

Process Overview

CORPORATION			SAFARI		ISSUER		
Uploads Data & Files	Selects Delivery Method	Sets Cost Recovery Options	Creates Invoice & Portal	Notifies Issuer via Email/Fax	Logs into Portal w/ 2 Factors	Pays Using Paywall	Downloads Files & Confirms

Safari

How It Works

Delivery Setup

SecureShare™ has a wizard to guide you through cost recovery and response delivery. It is the only solution that offers two-factor authentication with encrypted delivery and automatic invoice generation.

You can pre-configure invoices and Safari will auto-generate them when the files are delivered.

SAVE	19- 00028 Civil	Due: 07/15/2020 (11 days) James Masterson ⊕ CA	Harper & McCord LLP Alice Harper

STATUS   DELIVERY SETUP   CHANGE

REVIEWER   Kate Henderson

∨ DELIVERY SETUP

1. REVIEW DELIVERY METHOD & RESPONSE
DELIVER VIA   Portal: Two-Factor (EMAIL & FAX)

2. REVIEW ISSUER INFORMATION
CONTACT   Alice Harper
FAX   (425) 555-5555
EMAIL   aHarper@harperllc.law

3. REVIEW COST RECOVERY & FINANCIALS
INV TYPE   Standard: $200
PREPAID $ 50.00
BALANCE $ 150.00 (collected via paywall)

☑ **DELIVERY SETUP COMPLETE**
   Ready to send to SecureShare Portal

Menu:
PREP
RESPONSE
Q / A
LEGAL
REVIEW
CHALLENGE
DELIVERY
SETUP
CLOSED
ISSUER ABANDONED
INVALID / REJECTED
DUPLICATE / MISTAKE
QUASHED

Email/Fax Notification

Once you configure the delivery options, Safari sends notification to the subpoena issuer with step-by-step instructions explaining how to retrieve the response files.

To minimize the appearance of spam or spoofing, all communications include indentifying info (such as case no. and date) that are unique, specific to the issuer, and not readily known.

TO: aHarper@harperllc.law
FROM: Safari Law (unattended)
DATE: Fri, Jun 08, 2020 at 4:24 PM
SUBJECT: NewCo.'s Response to Your Subpoena is Ready for Download (Case No. 17-cv-5984)

SecureShare Document Portal Notification
Your subpoena response is ready for download

NewCo has set up a SecureShare portal to deliver your subpoena response that will be available for 10 days (expires Friday, Jun 22, 2020).

LINK ACCESS
Click Portal Link: https://secure-share.com/g39mkpngqrrjr7
Input Passcode: Sent via fax to (425) 555-5555 on 01/29/2020

DIRECT INPUT
Go To Address: https://secure-share.com
Input Response ID: g 3 9 m k p n g q r r j r 7
Input Passcode: Sent via fax to (425) 555-5555 on 01/29/2020

SUBPOENA INFORMATION
Respondent: NewCo
Case Number: 17-cv-5984
Received On: 05/15/2020

SecureShare™ Delivery Portal

Portal Access

The link in the notification email sends the issuer to the portal login which always requires both a Response ID and a Passcode. Sending these keys separately ensures the files can only be accessed by the intended recipient and you are dealing with a valid issuer.

The Two-factor response ID and passcode are generated by Safari and securely delivered.

SecureShare Document Portal
Powered by Safari Law

🛡 This site has been secured with a passcode.

RESPONSE ID
g39mkpngqrrjr7

PASSCODE
983331   **ACCESS SITE**

❯ Support / Questions

❯ About SecureShare

Paywall Cost Recovery

If you have required that the issuer reimburse your response costs, they will be prompted to pay with a credit card before they can continue. Safari presents an invoice as well as a list of the files that will be available for download once payment is complete.

For added security, the portal is only open for 14 days—however it may be extended if needed.

SecureShare Document Portal
Powered by Safari Law

∨ Delivery Information

The following documents have been added to the portal:
Pay the fee below to download your documents.

A JMasterson Declaration.pdf (786 KB)

B JMasterson Response.pdf (786 KB)

PORTAL EXPIRES ON: 06/22/2020 (14 days)
After this date documents will no longer be available.

∨ Payment Information

AMOUNT DUE   **INVOICE**
$150.00   JMasterson Invoice.pdf

FULL NAME (ON THE CARD)
John Doe

CARD NUMBER
0000 0000 0000 0000

EXPIRATION   **CVV**
MM   YY   000

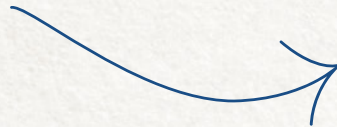**Confirm Payment & Download Documents**

Safari

SecureShare™ Delivery Portal

File Download

Once authentication and payment is complete, the issuer can download the response files (as a combined .zip or individually). When the issuer confirms receipt, Safari immediately closes the portal and deletes the response files on the SecureShare server.

SecureShare automates every step in the process from file hosting to invoice and receipt creation.

SecureShare Document Portal
Powered by Safari Law

∨ **Response Information**

PORTAL EXPIRES ON: 06/22/2020 (14 days)
After this date the portal will no longer be available.

RESPONSE FILES

All-JMasterson Response.zip (1.9 MB)   + Show All Files

CONFIRM RECEIPT OF FILES
For added security, once all files are downloaded then confirm receipt and shut down this portal (passcode will no longer work).

ALL FILES RECEIVED
(SHUT DOWN PORTAL)

LOGOUT
(KEEP PORTAL OPEN)

FINANCIAL FILES

jMasterson Invoice.pdf (387 KB)

Payment Receipt

Delivery Monitoring

Companies can monitor portal access and activity from one integrated solution.

Companies can close or extend the portal, or revise the files to be delivered at any time.

SAVE | 19- 00028 Civil | Due: 07/15/2020 (11 days) James Masterson ⊕ CA | Harper & McCord LLP Alice Harper

STATUS   **PORTAL OPEN** (unaccessed)
Expires 07/22/2020 (8 days)   **CHANGE**

REVIEWER   Kate Henderson

Extend Portal 14 days
& SEND UPDATE EMAIL

Close Portal / Stop Delivery
& SET STATUS: DELIVERY SETUP

∨ **DELIVERY DETAILS**

06/12/2020 at 04:24 PM PT - The Doc ID was emailed to aHarper@harperllc.law from portal@secure-share.com

06/12/2020 at 04:25 PM PT - The passcode was faxed to (212) 555-5555 from (425) 555-5555

06/14/2020 at 09:21 AM PT - A credit card payment of $150.00 was received (details in the Financials folder)

06/15/2020 at 11:15 AM PT - The portal was last accessed

About Safari

Prior to Safari, we created Serengeti—the world's largest B2B legal collaboration platform. With our completely new company, we are once again transforming the way companies manage legal ops.

Our Mission

We created Safari to help legal processing teams **manage subpoena responses** more efficiently, **securely deliver responses** electronically, and **automatically recover costs** in a single system.