

How to Send Us Your Documents

There are two free, fast ways to get documents to us — and one way that involves a small copying charge. Use whichever works best for you.

Option 1 — Upload through the CampLegal App (free, fastest)

1. Search “**CampLegal**” in the App Store (iPhone) or Google Play (Android) and install the app.
2. Open it and enter your phone number — no password needed.
3. Open your case and upload your document(s) straight from your phone’s camera or files.

Documents uploaded this way go straight into your file — no charge, and nothing to mail or drop off. The app also lets you track your case status in real time and message our office directly, in 17 languages.

Option 2 — Email your documents (free)

Send documents to: **docs@lawtrevino.com**

To make sure your email doesn’t get lost or filed under the wrong case, please follow this format every time:

Subject line: Your full legal name – your case number – what the document is *Example: Maria Lopez – 2026-104 – Passport Copy*

A few simple rules that help us a lot:

- Attach clear photos or scans (PDF, JPG, or PNG). A phone photo is fine as long as the whole page is visible and readable.
- One document per photo/page — please don’t combine several documents into a single blurry picture.
- You can send everything in one email if you attach each document separately and label the files (e.g., “passport.pdf,” “birth_certificate.pdf”).
- Don’t password-protect the file — we won’t be able to open it.
- If we need a clearer copy of anything, we’ll reply and let you know.

Option 3 — Bring the original documents to the office

You’re always welcome to bring your original documents in person. Because of the staff time involved, our policy is: we make a copy for your file, return the originals to you the same day, and a small copying charge (\$0.10 per page) is added to your account for that copy — the same way we already bill for things like government filing fees. If you’d rather avoid that charge, Option 1 or Option 2 above are free.



Questions?

Call our office or ask your case's assigned staff member which option makes the most sense for your documents. We're happy to help either way — the goal is just getting your documents into your file quickly and correctly.