



Introducing the Bank of America, N.A. third-party subpoena processing online portal.

This new portal lets government agencies, law enforcement and attorney firms submit new subpoenas, track the status of active cases and download produced documents electronically.



Scan this QR code to get started, or visit:
bankofamerica.com/subpoena-services

QR Code Information: When you use the QRC feature certain information is collected from your mobile device for business purposes.

Important: Subpoenas that name Bank of America, N.A. or its entities as a party must not be submitted through this portal.

What you need to know

- Uploading your third-party subpoena to the online portal constitutes valid service of process on Bank of America, N.A. (BANA) except as prohibited by state or federal law. However, this doesn't mean we agree to the validity of the request or waive any objection we may have to the subpoena and/or any production of documents and information.
- Service through the online portal is only valid with respect to BANA and doesn't necessarily exempt you from any other state or federal discovery procedures or requirements to serve other parties.
- If you choose to serve your subpoena in person rather than through the online portal, we continue to provide a specific centralized physical location for service, in compliance with state law.
- Your use of documents we produce is still subject to the state and federal laws, rules, regulations, and court orders (for example, protective orders) that apply to your underlying case.

How it works

- Scan the QR code or visit bankofamerica.com/subpoena-services and create a username and password.
- Use the onscreen prompts to upload your subpoena or to download produced documents.
- To retain access, you must log in to the portal at least once every 180 calendar days.
- We may remove your access to our portal at any time without advance notice.

We're here to help

if you have questions about submitting a subpoena(s) through the portal, creating a portal account or closing your account please call us at 213.580.0702, Monday through Friday, 9 a.m. to 7 p.m. Eastern. Please allow seven business days for account closure.

We hope this new portal is helpful.