

SAVING TEXT MESSAGES AS PART OF THE CLIENT FILE

Most lawyers have a procedure to save emails from clients as part of the client file. If you communicate with your clients via text message, you should also keep those conversations as part of the client file.

Preserving text messages can be challenging, because text messages are often deleted from phones within a few days. To preserve your text messages, download the messages to your computer, and save them to your client's electronic file.

The articles below discuss various solutions for saving text messages:

- [How to Save Text Messages in Android and iOS](#), *Digital Trends*
- [How to Save Your Text Messages](#), *Popular Science*
- [Documenting Text Messages for Trial or Legal Matters](#), *Decipher Tools Blog*
- [How to Save Text Messages On Your iPhone](#), *Wired*
- [Save Text Messages – Download Text Messages](#), *VoicemailSaver*

For additional information on saving and sending text messages, see the following resources:

- [Send Text Messages to Your Clients Without Using Your Cell Phone](#), *inPractice*
- [Saving Text Messages](#), *inPractice*
- [Zipwhip Lets You Text with Clients Using Your Main Office Number](#), *Law Sites*
- [Communicate More Often and More Efficiently with Clients Using Automation](#), *GP Solo*

IMPORTANT NOTICES

This material is provided for informational purposes only and does not establish, report, or create the standard of care for attorneys in Oregon, nor does it represent a complete analysis of the topics presented. Readers should conduct their own appropriate legal research. The information presented does not represent legal advice. This information may not be republished, sold, or used in any other form without the written consent of the Oregon State Bar Professional Liability Fund, except that permission is granted for Oregon lawyers to use and modify these materials for use in their own practices. © 2021 OSB Professional Liability Fund