CM/ECF Version 4

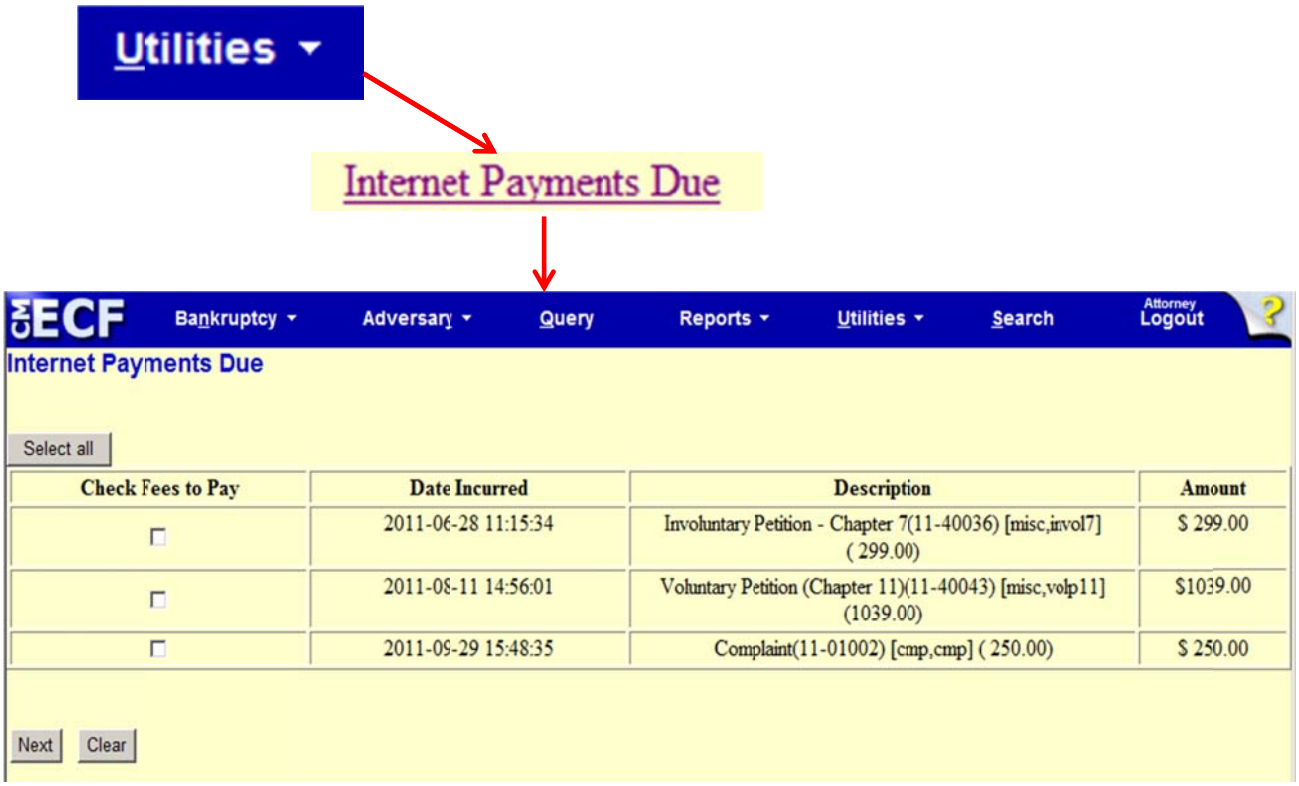
Filing Fee Payment Changes and Options

In preparation for the upgrade to CM/ECF Version 4 in the Northern District of Florida, we will be sending a series of emails to all CM/ECF users highlighting the new and/or improved features coming your way.

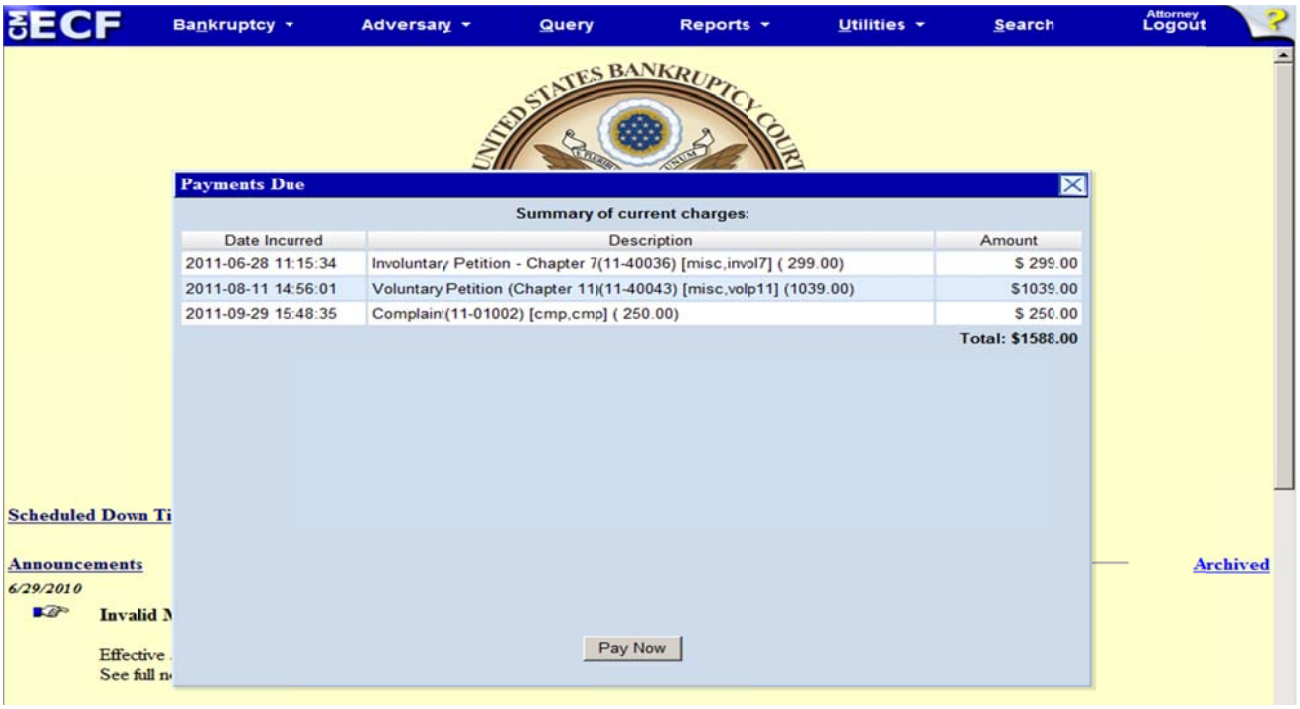
Filing Fee Payments

Internet Payments Due: Under previous versions, when payments were made in CM/ECF, all fees due at the time of payment had to be paid. In Version 4, you will be able to choose to pay some or all of the fees.

A link for "Internet Payments Due" is located under the Utilities menu of the blue menu bar. If filing fees are due, the program will display a window itemizing the outstanding filing fees which remain unpaid.

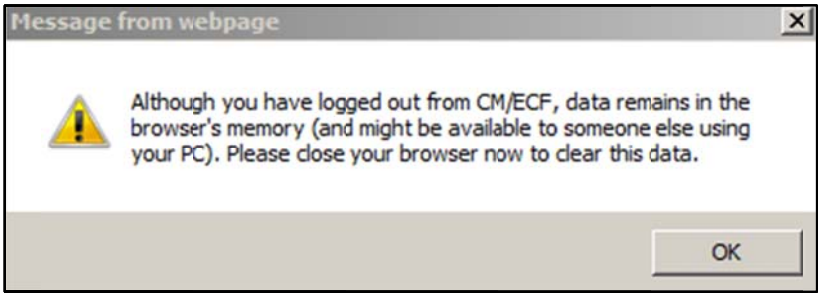


Message Screens: New message screens will appear to promote best practices with regard to payment of filing fees. Currently, the user is prompted to pay fees only after the completion of a filing which requires a fee. Under Version 4, a new panel will appear in the application window each time the user logs on to the system if unpaid fees exist.



paid fees.

Upon logging out, a new message will remind the user that, for security purposes, it is important to close the web browser in order to clear stored data from the temporary internet memory.



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Fee Payment Options

Automated Clearing House (ACH):* Under Version 4, filers paying fees through CM/ECF will have the option to pay by bank account debit (ACH) from the treasury department's internet payment system. After selecting the fees to be paid, you will be asked to provide account and routing numbers of the account to be debited. The option for ACH will be the first option listed and will require you to provide your bank account routing and account numbers.

Online Payment Return to your originating application

Step 1: Enter Payment Information 1 | 2

This item is payable by Bank Account Debit (ACH) or Plastic Card (ex: VISA, Mastercard, American Express, Diners Club, Discover)

Option 1: Pay Via Bank Account (ACH) About ACH Debit

Required fields are indicated with a red asterisk *

Account Holder Name: Mandy Brandor *

Payment Amount: $548.00

Account Type: *

Routing Number: *

Account Number: *

Confirm Account Number: *

Check Number:

Routing Number Account Number Check Number

⑆026946783⑆ 9243762390⑈ 1234

Payment Date: 10/13/2009 * (MM/DD/YYYY)

Select the"Continue with ACH Payment" button to continue to the next step in the ACH Debit Payment Process.

Contirue with ACH Payment Cancel

on

Credit Card: In addition to the option of paying filing fees by ACH, the user will continue to have the option to pay filing fees by credit card.

Note: Please avoid navigating the site using your browser's Back Button - this may lead to incomplete data being transmitted and pages being loaded incorrectly. Please use the links provided whenever possible.

Option 2: Pay Via Plastic Card (PC) (ex: VISA, Mastercard, American Express, Diners Club, Discover)

Required fields are indicated with a red asterisk *

Account Holder Name: Mandy Brandon *

Payment Amount: $548.00

Billing Address: 45 Redford Lane *

Billing Address 2:

City:

State / Province: ——

Zip / Postal Code: 24564

Country: United States *

Card Type: * VISA MasterCard AMEX Diners Club International DISCOVER

Card Number: * *(Card number value should not contain spaces or dashes)*

Security Code: * Help finding your security code

Expiration Date: * / *

Select the "Continue with Plastic Card Payment" button to continue to the next step in the Plastic Card Payment Process.

Contnue with Plastic Card Payment | Cancel

Note: Please avoid navigating the site using your browser's Back Button - this may lead to incomplete data being transmitted and pages being loaded incorrectly. Please use the links provided whenever possible.