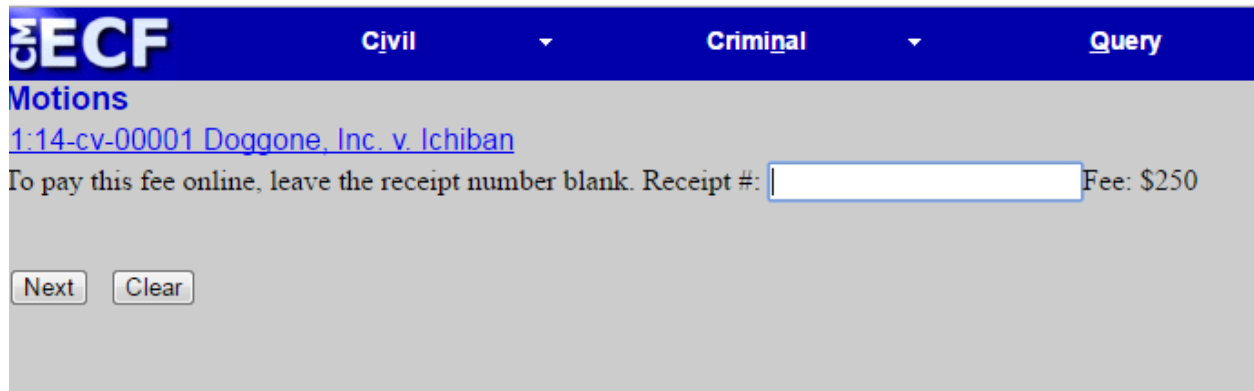


How to Pay Filing Fees Online for Civil Cases

Follow these steps to pay certain filing fees online:

Contact the Clerk's Office at (671) 969-4500 or clerks@gud.uscourts.gov to enable your CM/ECF account for online payments

Thereafter, leave the receipt number blank when prompted in the course of filing a document online:



The screenshot shows the CM/ECF web interface. At the top, there is a blue navigation bar with the 'ECF' logo on the left and three menu items: 'Civil', 'Criminal', and 'Query', each with a downward arrow. Below the navigation bar, the word 'Motions' is displayed in blue. Underneath, there is a blue hyperlink for '1:14-cv-00001 Doggone, Inc. v. Ichiban'. The main content area is light gray and contains the text: 'To pay this fee online, leave the receipt number blank. Receipt #: [input field] Fee: \$250'. The input field is empty and has a blue border. At the bottom left of this section, there are two buttons: 'Next' and 'Clear'.

If you do not wish to pay the fee online, merely enter "Payment Due" into the receipt number field.

You will then be presented with a screen similar to this:

System Message

- The system has populated the Payment Date with the next available payment date.

Online Payment [Return to your originating application](#)
Step 1: Enter Payment Information 1 | 2
Pay Via Bank Account (ACH) [About ACH Debit](#)

Required fields are indicated with a red asterisk *

Account Holder Name: *

Payment Amount: \$250.00

Account Type: *

Routing Number: *

Account Number: *

Confirm Account Number: *

Check Number:

Routing Number Account Number Check Number

⑆0 26 94 67 83 ⑆ 9 24 37 67 3 90 ⑆ 1 23 4

Payment Date: 06/01/2017

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

Pay Via Plastic Card (PC) (ex: American Express, Discover, Mastercard, VISA)

Required fields are indicated with a red asterisk *

Account Holder Name: *

Payment Amount: \$250.00

Billing Address: *





Billing Address 2:

City:

State / Province: *

Zip / Postal Code:

Country: *

Card Type: *    

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.

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.

After filling in the credit card or ACH information, and clicking the “Continue with ACH payment” or “Continue with Plastic Card Payment” buttons, you will see the following screen:

Online Payment		Return to your originating application
Step 2: Authorize Payment		1 2
Payment Summary Edit this information		
Address Information	Account Information	Payment Information
Account Holder Name: John Doe 500 Hernan Cortez Avenue Billing Address 2: City: State / Province: Zip / Postal Code: 96910 Country: USA	Card Type: Visa Card Number: *****2222	Payment Amount: \$250.00 Transaction Date 05/30/2017 19:35 and Time: EDT
Email Confirmation Receipt		
To have a confirmation sent to you upon completion of this transaction, provide an email address and confirmation below.		
Email Address:	<input type="text"/>	
Confirm Email Address:	<input type="text"/>	
CC:	<input type="text"/>	<small>Separate multiple email addresses with a comma</small>
Authorization and Disclosure		
Required fields are indicated with a red asterisk *		
I authorize a charge to my card account for the above amount in accordance with my card issuer agreement. <input type="checkbox"/> *		
Press the "Submit Payment" Button only once. Pressing the button more than once could result in multiple transactions.		
<input type="button" value="Submit Payment"/> <input type="button" value="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.		

Enter your email address if you wish to have a confirmation of the transaction sent to you.

Click on the “Submit Payment” button to complete the transaction.

The resulting docket entry will contain the receipt number of the completed transaction:

05/31/2017 [26](#) Petition to Admit Attorney Pro Hac Vice - John Doe (Filing fee \$ 250 receipt number 0993-18330) filed by Fuji Ichiban () (Entered: 05/31/2017)