

CM/ECF User's Guide Part 2 US Bankruptcy Court, Southern District of Iowa	Chapter Credit Card Payments
	Section

When filing electronically using CM/ECF, attorneys and other non-court CM/ECF filers **must** pay filing fees using the U.S. Treasury Internet credit card services. To do this, the filer **MUST**

- have authorization from the court and
- use a browser providing security via 128-bit encryption (such as Netscape or Internet Explorer).

The Internet fee payment appears at the end of transactions requiring a filing fee. You are electronically connected to the US Treasury site when entering credit card data.

- If you have more cases or pleadings requiring fees, select: Continue Filing.
- You can pay after entering all filings by selecting: Pay Now.
- Select your card type, enter your credit card number and expiration date when prompted.

The Internet Payment Due report lists fees that you have not paid during case entry or docketing of documents requiring fees. Use this report if you are done filing for the day and forgot to select the Pay Now option on your last filing.

Once Submit Payment is selected, the receipt with a transaction number appears. A docket event corresponding to the fee payment is automatically entered on the case docket. A Notice of Electronic Filing is NOT sent for this entry.

You can monitor your Internet fees and payments using the Internet Payments Due and Internet Payment History menu options..



The court activates your accesses to the Internet credit card payment option in addition to password access to CM/ECF.