HOW TO PAY YOUR FEE

The following document provides instructions on how to make payments in our filing system.

1. Summary of Current Charges

The first and easiest way to submit a payment for your filing is through the **Summary of Current Charges**. This window will appear immediately after you have submitted your filing with our court. If you choose to wait to make your payment, this window will also appear for you the next time you log-in to our filing system, as well as any subsequent time you log-in until you no longer have any outstanding fees. <u>Please note that you must have pop-ups enabled in your browser for this window to appear</u>.

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	Payments Due		X	
		Summary of current charges:		
	Date Incurred Description Amount			
	2022-02-17 11:00:38	Amended Schedules (Fee Required)(21-20002-bhl) [misc,amdsch] (32.00)	\$ 32.00	
	2023-02-01 10:50:14	Installment Payment(23-20002-svk) [misc,instp] (335.00)	\$ 335.00	
			Total: \$ 367.00	
Welcome to the U.S. Bankruptcy Court for the Eas				irms participating in the electronic filing system.
Welcome to the Training Database				
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		Pay Now		
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This is a restricted government website for official court				attempts, may be recorded and monitored by

When you click **Pay Now** you will be routed to the **Internet Payments Due** report. Select the box next to the fees you will be paying and then click **Next**. Then, review your selection and click **Pay Now**.

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		2022-02-17 11:00:38	Amended Schedules (Fee Required)(21-20002-bhl) [misc,amdsch] (32.00)	\$ 32.00	
		2023-02-01 10:50:14	Installment Payment(<u>23-20002-svk</u>) [misc,instp] (335.00)	\$ 335.00	
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		gan, Arbeitet Tanuer e			
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2022-02-17 11:00:38	Amended Schedules (Fee Requi	red)(<u>21-20002-011</u>) [mise,amusen] (32.	00) 3 32.00		
Total: \$32					

You will then be routed to the PACER website where you will use a stored payment method or enter a new credit card or ACH account number to complete the payment.

2. Internet Payments Due

In the event you do not receive a **Summary of Current Charges** window when you log-in to our filing system, you are able to access the **Internet Payments Due** submenu from the **Reports** menu.

CMmECF Bankruptcy - Adversary - Query Reports - Utilities - Search Help Log Out
U.S. Bankruptcy Court Eastern District of Wisconsin(TRAIN) Official Court Electronic Document Filing System
Welcome to the U.S. Bankruptcy Court for the Eastern District of Wisconsin(TRAIN) Electronic Document Filing System. This service is for attorneys and firms participating in the electronic filing system.
Information about viewing PDF files
CM/ECF-BK V10.7
Welcome to the Training Database 01/29/2019 14:00 You are accessing a training site. Documents contained herein are not official court records.
This is a restricted government website for official court business only. All activities of CM/ECE subscribers or users of this system for any purpose, and all access attempts, may be recorded and monitored by
Reports
Calendar Reports / Functions Calendar Events
Chambers Reports / Functions <u>CHAP Chamber Presets</u> <u>Docket Activity</u>
Standard Reports Cases Claims Register Closed Calendar 341 Rpt Docket Report Internet Payment Bioay Internet Payments Due List of Creditors

Proceed to select the fees you will be paying, according to the second and third screenshots in section one above.

3. Installment Payment

When submitting an installment payment for a case filing fee, your fee will not appear on the Internet Payments Due report. Instead, you will need to use the **Installment Payment** event. Begin by selecting **Bankruptcy – Miscellaneous/Other Events.** Then enter the case number.

CMmECF Bankruptcy Adversary Query Reports Utilities Search Help Log Out	CMmECF Bankruptcy - Adversary - Query Reports - Utilities - Search Hel
U.S. Bankruptcy Cour Eastern District of Wisconsin(Official Court Electronic Document Welcome to the U.S. Bankruptcy Court for the Eastern District of Wisconsin((TRAIN) Electronic Document Filing Syste Information about viewing PDF file CMFCF-BK V10.2	Bankruptcy Events AnstwerResease Appeal Batch Filings Case Upload Claim Actions Claims Upload Creditor Maintenance Elid Claims IndireTrustee Acsignment IndireTrustee Acsignment Minioral Splicitions Multi-Case Desketing Notices Open a BK Case (petition) Open Involuntary Case Plan
CMIECF Bankruptcy - Adv Miscellaneous/Other Events Case Number 21-20001 Find This Case Next Clear	rersary - Query Reports - Utilities -

Select the **Installment Payment** event from the pick list. Once you have selected that event, proceed to select the debtor(s) from the party pick list, and then submit the final docket text.

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Miscellaneous/Other Events		
21-20001-bhl Abigail Testuser-20200505		
Type: bk Chapter: 7 v	Office: 2 (Milwaukee)	
Assets: n Judge: bhl		
Case Flag: MEANSNO, MUA, INSTALL, CounDue, MONEY, I	DebtEd	
Start typing to find and	other event. Hold down Ctrl to add additional it	items.
Available Events (click to select events)		Selected Events (click to remove events)
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Involuntary Creditor List		
Joint Pretrial Report		
Letter to Case File		
Means Test Calculation (Cn / Form 122A-2)		
Methoraldum of Law Mortgage Mediation Certification of Readiness for Mediation		
Mortgage Mediation - Consent to Motion to Participate in Mortgage Mod	ification Mediation Program	
Mortgage Mediation Correspondence		
Mortgage Mediation Mediators Report of Results		
Notice of Appearance and Request for Admission Pro Hac Vice		
Notice of Appearance and Request for Notice		
Notice of Change of Address		
Notice of Mamo Change		
Notice of Name Change		
Next Clear		

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Testuser, Robert [Non-Filing	J Spouse]							
Testuser-20200505, Abigail	[Debtor]							
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Case Flag: MEANSNO, MUA, INSTALL, CounDue, MONEY, DebtEd								
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Installment Payment. Fee Amount \$355 Fee shall be considered paid when the receipt appears on the case docket report. filed by Alfred Tests on behalf of Abigail Testuser- 20200505 . Fee Amount: \$335. (Tests, Alfred)								
Next								

Once the final docket text is submitted, the **Summary of Current Charges** window will appear giving you the ability to pay the fee through PACER.