

UNITED STATES BANKRUPTCY COURT
NORTHERN DISTRICT OF INDIANA

NOTICE TO ALL ELECTRONIC FILERS

CREDIT CARD PAYMENTS
POINT OF SALE

DATE: November 21, 2003

I am pleased to announce to all CM/ECF Electronic case filers, that effective **Monday, December 1, 2003** users may begin to process their own credit card charges via Point of Sale technology through a secure environment on the internet.

INSTRUCTIONS

The receipt field **MUST** be left blank for all electronic filings with associated court fees for the Point of Sale transaction processing to work. *(Note: If there is no fee for a document, you are instructed to type N/A into the receipt field. Entering information into the receipt field bypasses the Point of Sale process.)*

INNB - CM/ECF Test Database - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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Address https://ecf-test.innb.uscourts.gov/cgi-bin/login.pl?117370218143457-L_916_0-1 Go Links

ECF Bankruptcy • Adversary • Query • Reports • Utilities • Logout ?

File a Motion:
[03-30141 Clem Smith\(TEST\)](#)

Leave the receipt field BLANK if you are paying via the Internet

Receipt #: Fee: \$75

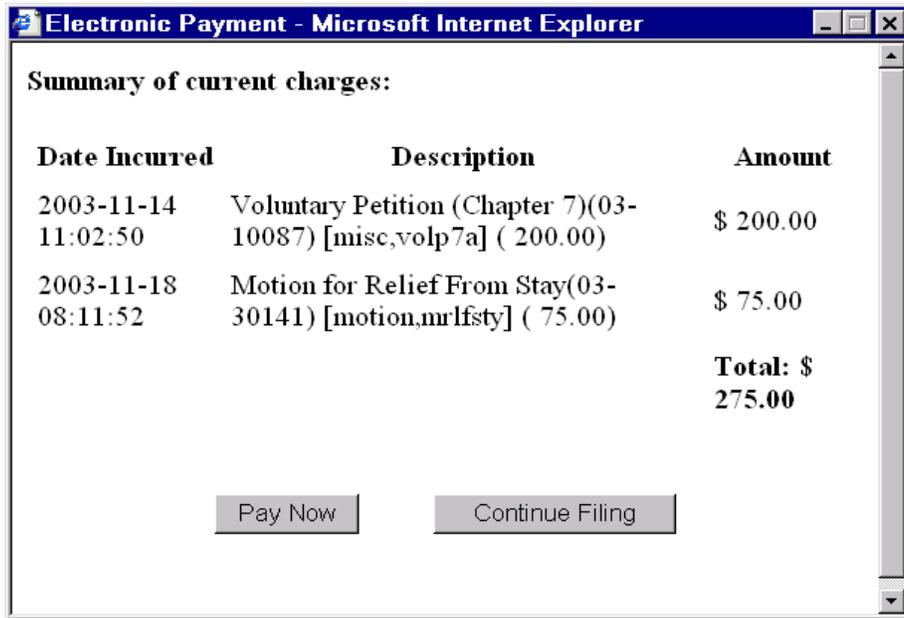
Next Clear

<https://ecf-test.innb.uscourts.gov/cgi-bin/DktRpt.pl?2175> Internet

At the completion of the filing after the e-mail notification is submitted, a pop-up window will appear on your screen so that the associated credit card charges may be paid.

An option is also available which will allow you to continue filing and accumulate the costs for a particular day, so that the charges may be made at the end of the day and all transactions may be paid for.

1. To pay filing fees through Point of Sale click on Pay Now



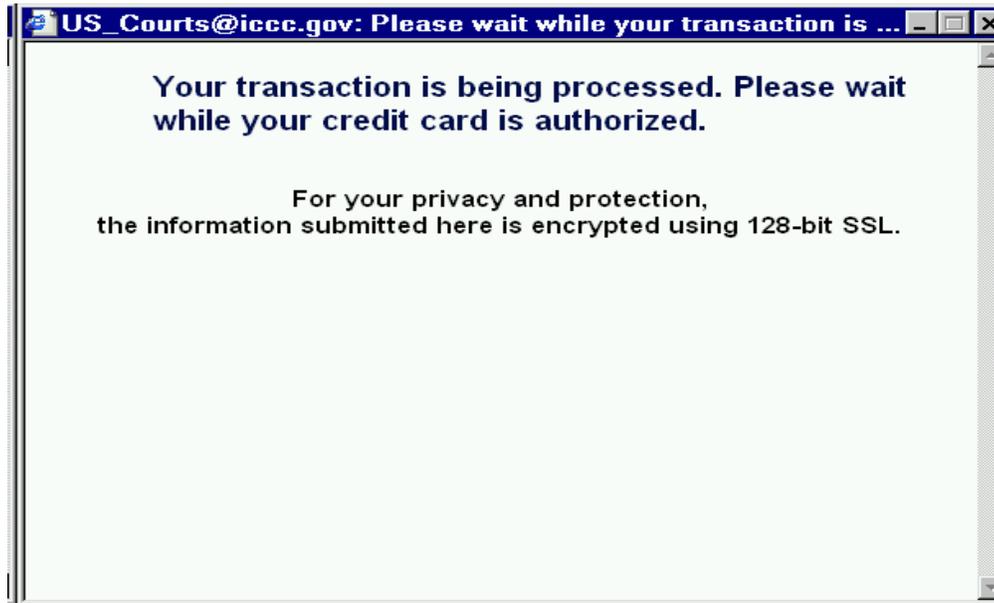
2. Once you select PAY NOW, a security protected screen appears so that you may complete the credit card process, by inputting the name of cardholder, type of credit card, the account number and expiration date.

Please enter your credit card information below:

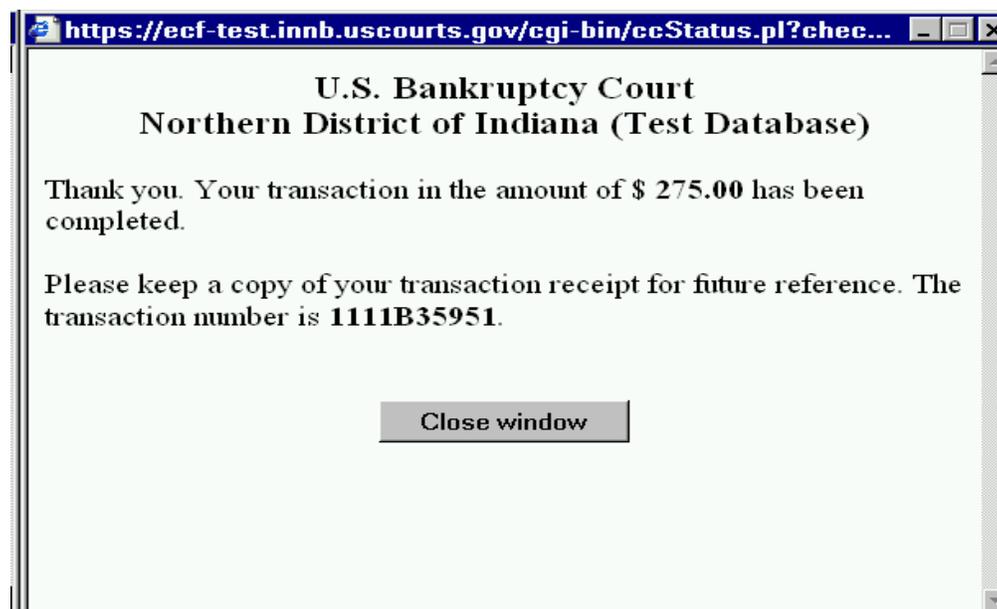
Name: George Harrison
Total: \$275.00
Card Type: Please select a card type
Card Number:
Expiration Date: 11 / 2003

For your privacy and protection,
the information submitted here is encrypted using 128-bit SSL.

3. Select the type of credit card (American Express, Diner's Club, Discover Card, MasterCard or Visa), enter the credit card number, and choose the expiration date.
4. Click submit payment
5. Wait while the transaction is processed



6. Once the transaction has been successfully processed, you will receive a receipt number and a notation that the submitted credit card was appropriately charged and the payment is immediately docketed in the case file. We suggest you print a copy of the receipt for your records.



NEW UTILITY FIELDS

ECF/Point of Sale now offers two internet payment utility fields which provides a history of charges paid:

- 1) Internet Payment History and
- 2) Internet Payments Due

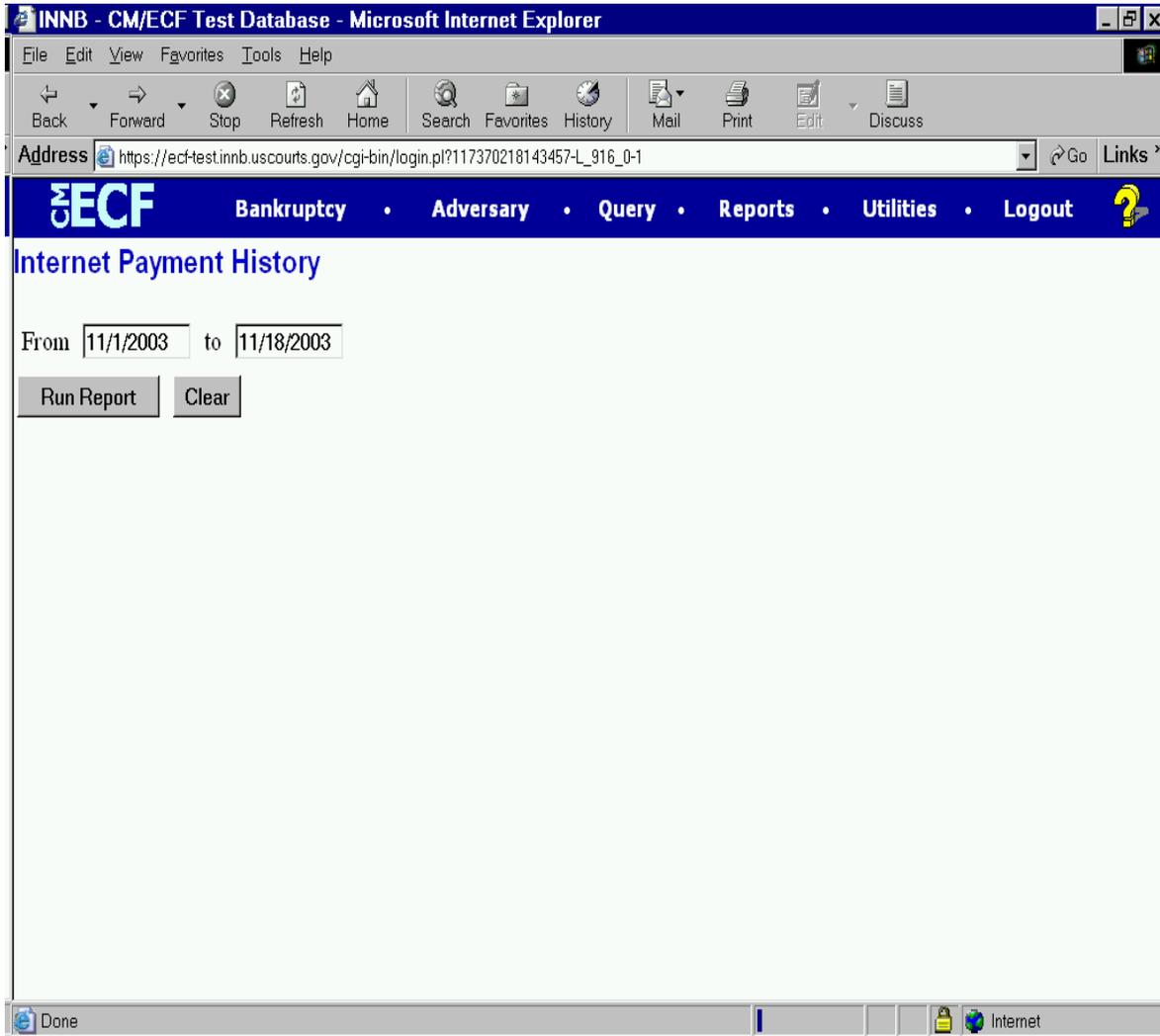
These account records which will assist in tracking your credit card payments and assist with the credit card reconciliation process.

The screenshot shows a Microsoft Internet Explorer browser window titled "INNB - CM/ECF Test Database - Microsoft Internet Explorer". The address bar displays the URL: https://ecf-test.innb.uscourts.gov/cgi-bin/login.pl?117370218143457-L_916_0-1. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The toolbar contains buttons for Back, Forward, Stop, Refresh, Home, Search, Favorites, History, Mail, Print, Edit, and Discuss. Below the address bar is a blue navigation bar with the ECF logo and links for Bankruptcy, Adversary, Query, Reports, Utilities, and Logout. The main content area is titled "Utilities" and contains two columns of links:

Your Account	Miscellaneous
Internet Payment History	Legal Research ...
Internet Payments Due	Mailings...
Maintain Your ECF Account	Verify a Document
View Your Transaction Log	

The browser's status bar at the bottom shows the Internet icon and the text "Internet".

1. Click on Utilities
2. Select Internet Payment History
3. Input the Date Range to view your payment history and select Run Report



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U.S. Bankruptcy Court
Northern District of Indiana (Test Database)
Internet Payment History for Harrison , George
11/1/2003 to 11/18/2003

Date Paid	Description	Payment Method	Receipt #	Amount
2003-11-07 09:57:37	Motion for Relief From Stay(03-10084-reg) [motion,mr1fsty] (75.00) Chapter 7 Voluntary Petition, All Schedules & Statements (fee) - Case Upload(03-40017) [caseupld,1027u] (200.00)	credit card	1111B35830	\$ 275.00
2003-11-18 08:17:48	Voluntary Petition (Chapter 7)(03-10087) [misc,volp7a] (200.00) Motion for Relief From Stay(03-30141) [motion,mr1fsty] (75.00)	credit card	1111B35951	\$ 275.00

Done Internet

4. View the Internet Payment History for the time period specified.