

Paying a Case Docketing Fee in a Case with an Assigned Appellate Case Number:

A case docketing fee may be paid through the Pay.gov website by attorneys who are active members of the Fifth Circuit Bar and registered for electronic filing.

Turn off pop-up blockers in your browser.

- (1) Log in to CM/ECF electronic filing system.

NOTICE: Electronic Case Filing (ECF) is MANDATORY in the Fifth Circuit Court of Appeals for all counsel. In order to be approved for electronic filing, attorneys are required to be an active member of the 5th Circuit bar, to register as a "Filing User" in accordance with 5th Cir. R. 25.2.3, and to comply with the court's ECF rules and standards. For attorneys seeking admission to the bar, complete and submit the Application and Oath for Admission form. Registration for electronic filing is accomplished through the PACER Service Center.

Pro se litigants may request electronic filing privileges by filing a motion in their pending case. Filing privileges for pro se litigants will be determined by the court on a case by case basis.

- (2) From the Startup page, select the menu option '**Filing**'.
- (3) Select '**File a Document**'.
- (4) From the '**File a Document**' screen,
- (5) Enter the case number.
- (6) Select the '**Fee**' category from the left column on the screen.
 - (a) Select the event '**Fee Paid for Notice of Appeal from District Court Only**' from the right column on the screen for Notices of Appeal filed in the District Court.or
 - (b) Select the event '**Fee Paid for Originating / Agency Documents**' from the right column for cases which originate from the filing of a Petition for Review or other Original Proceeding.

File a Document

Case: Enter case number as yy-nnnn or yy-nnnnn (e.g., 05-2475 or 05-68492)

Filed Date: 01/22/2015

SELECT A CATEGORY

- Abeyance
- Agency
- Bill of Costs
- Briefs
- Calendaring
- Case Opening and Reopening
- Certificate of Appealability
- Fee
- Miscellaneous
- Motion, Response, Reply
- Party, Attorney

SELECT THE TYPE OF DOCUMENT YOU ARE FILING

- Motion Filed on Behalf of Party
- Brief in Support of Motion
- Affidavit of Financial Status
- Fee Paid for Notice of Appeal from District Court Only
- Fee Paid for Originating / Agency Documents

Case Selection

- (7.) Click the [Continue] button.
- (8.) Select a filer.
- (9.) If paying a fee for a Notice of Appeal (NOA), enter the date the NOA was filed. Note: If paying the case docketing fee for an Agency case, this prompt will not appear.
- (10.) Click the [Pay Now] button to launch the Pay.gov website

Party Filer

Filer	Type	Case Number	Short Title
<input type="checkbox"/> Official Committee of Equit...	Appellant-(null)	60-50401	Official Committe ...

Display All Parties All Cases Select All Clear All

Additional Information
Enter the date of the NOA:

NOTE

The payment is complete once the payment receipt is displayed on the pay.gov screen. However, failure to return to CM/ECF to complete the transaction will result in only the docketing event being cancelled.

Fee
To Transfer to Pay.gov, select the 'Pay Now' button:
Fee Amount: \$505.00

Pay Now

Continue Back Cancel

Note: When docketing fee paid events, once the payment receipt is displayed on the pay.gov screen, payment of the fee is finalized. Failure to return to CM/ECF and click the 'Continue' button will cancel the docketing transaction only.

Your payment has been completed. Click [here](#) to print this receipt.

Transaction ID: 05-164163-625
Payment Date: 11/14/2014
Amount: \$505.00
Fee Type: NOA fee paid

Click the *Return to CM/ECF* button below. You must review the final docket text and complete your transaction.

Return to CM/ECF



Submitting a Payment via the Pay.gov website

The 'Online Pay.gov Payment' window will launch.

Option 1: ACH Debit - Paying from a bank account.

Enter Payment Information. The mandatory fields are marked with "red asterisks".

Click the [Continue with ACH Payment] button.



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: \$500.00

Account Type: *

Routing Number: *

Account Number: *

Confirm Account Number: *

Check Number:



Payment Date: 01/28/2015

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

Option 2: Credit Card Payments.

Enter Pay via Plastic Card Information. The mandatory fields are marked with “red asterisks” (*). Click the [Continue with Plastic Card Payment] button.

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

Required fields are indicated with a red asterisk *

Account Holder Name: *

Payment Amount: \$500.00

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.

AUTHORIZING THE PAYMENT

The 'Authorize Payment' screen will launch.

Review the 'Payment Summary' information (ref. 1).

Click 'Edit this information' to make changes, if necessary (ref. 2).

Email Confirmation Receipt: Enter the email address to receive an email confirmation of the payment (ref. 3).

Authorization and Disclosure: Click the box to authorize payment (ref. 4).

Click the [Submit Payment] button to complete the payment (ref. 5).



Online Payment

[Return to your originating application](#)

1 Step 2: Authorize Payment

1 | 2

Payment Summary [Edit this information](#) 2

Address Information	Account Information	Payment Information
Account Holder Name: Shari Testone 550 General Tester Billing Address: Row Billing Address 2: City: New Orleans State / Province: LA Zip / Postal Code: 70130 Country: USA	Card Type: Visa Card Number: *****1111	Payment Amount: \$500.00 Transaction Date and Time: 01/27/2015 15:11 EST

Email Confirmation Receipt

To have a confirmation sent to you upon completion of this transaction, provide an email address and confirmation below.

Email Address:

Confirm Email Address:

CC:

Separate multiple email addresses with a comma

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 * 4

Press the "Submit Payment" Button only once. Pressing the button more than once could result in multiple transactions.

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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.

From the 'Receipt' screen, users may print a receipt for the completed transaction.

Click the [Return to CM/ECF] button to complete the docketing of the transaction.

Your payment has been completed. Click [here](#) to print this receipt.

Transaction ID: 05-164196-346

Payment Date: 01/16/2015

Amount: \$505.00

Fee Type: NOA fee paid

Click the *Return to CM/ECF* button below. You must review the final docket text and complete your transaction.

Return to CM/ECF

OR

Your payment has been completed. Click [here](#) to print this receipt.

Transaction ID: 05-164198-16

Payment Date: 01/16/2015

Amount: \$500.00

Fee Type: Originating Agency fee paid

Click the *Return to CM/ECF* button below. You must review the final docket text and complete your transaction.

Return to CM/ECF