

**The United States Bankruptcy Court  
Northern District of Illinois**



**HOW TO PAY FEES  
ELECTRONICALLY**

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**ONLINE PAYMENT PROGRAM  
WITH PAY.GOV**

# Automated Clearing House (ACH) and/or Debit Card Direct Payment Options

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- Debtors may make online payments for Individual Chapter 7, 11, and 13 filing fees with a debit card or via ACH (electronic payment from a bank account). The online payment program cannot be used for Chapter 13 plan payments to be paid to the trustees.

- If you choose to pay from a checking or savings account (this process is referred to as “Automated Clearing House” or “ACH”), you will need to select an Account Type and enter the appropriate information for your account including:
  - Financial institution routing number
  - Checking or savings account number and
  - Re-enter account number to confirm
- If you choose to pay via Debit card, you will need to select the Debit option and enter the card payment information.



# ONLINE PAYMENTS

**\*Contact the Clerk's Office  
for total number of pages**

**\*\*Please visit the Clerk's  
Office for pickup**

- Use the [Online Payment Form](#) link to make your payment for the following types of fees:
  - Filing fee installment payment for Chapter 7, 11, and 13
  - Requests for copies of documents\*
  - Requests for certified copies of documents\*\*
  - Requests for record searches
  - Requests for exemplification\*\*

# ADDITIONAL INFORMATION

- **The online payment program cannot be used for Chapter 13 plan payments to be paid to the trustees.**
- [Click here](#) for more information about filing fees.
- If you do not know the amount of the fee due or require additional information to make a payment, please call the Clerk's Office at (312) 408-5000 for Chicago or (815) 987-4350 for Rockford.

**This Online Payment Program is for use by CM/ECF Filers with limited exceptions listed below:**

- Requests for copies of documents
- Requests for certified copies of documents
- Requests for record search
- Requests for exemplification

CM/ECF filers should continue to make payment of court filing fees directly in CM/ECF when filing a document with the court.

**CM/ECF FILERS  
SHOULD  
CONTINUE TO  
USE CM/ECF  
FOR ALL COURT  
FILING FEES**



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Step- By- Step Instructions on How to Make Payment Using the  
Pay.gov Online Payment Program

# Online Payment Form

Landing page with  
basic instructions

Click at bottom right  
of page: “Continue to  
the Form”

## ILNB Online Payment Form



### About this form

Use this form to pay filing fees, installment payments, searches, copies, certifications, recordings of hearings and other fees for the U.S. Bankruptcy Court, Northern District of Illinois.

### Accepted Payment Methods:

- Bank account (ACH)
- PayPal account
- Debit card

### With an account you can:

- See the payments you made since you created an account.
- Store payment information so you don't have to re-enter it.
- Copy a form you already submitted the next time you need to make a payment.

To take advantage of these benefits, you can [Sign In](#) or [Create an Account](#). To continue as a guest user, click the 'Continue to the Form' button.

[Preview Form](#) [Cancel](#)

[Continue to the Form](#)



# Online Payment Form - Enter Payer Information, Case Information and Description of Fee Being Paid

An email address is needed for receipt of payment



## United States Bankruptcy Court Northern District of Illinois

### Payer Information

\* First Name:  MI  \* Last Name:   
\* Telephone:   
\* Email:

### Case Information

\* Case Number:   
\* Debtor(s) Name(s):   
\* Provide a brief description of the fee being paid:

**Example:** Filing fee, installment payment Ch.7/Ch.13/Ch.11, copies (quantity), certification (quantity), Motion to Reopen, Amended Schedules

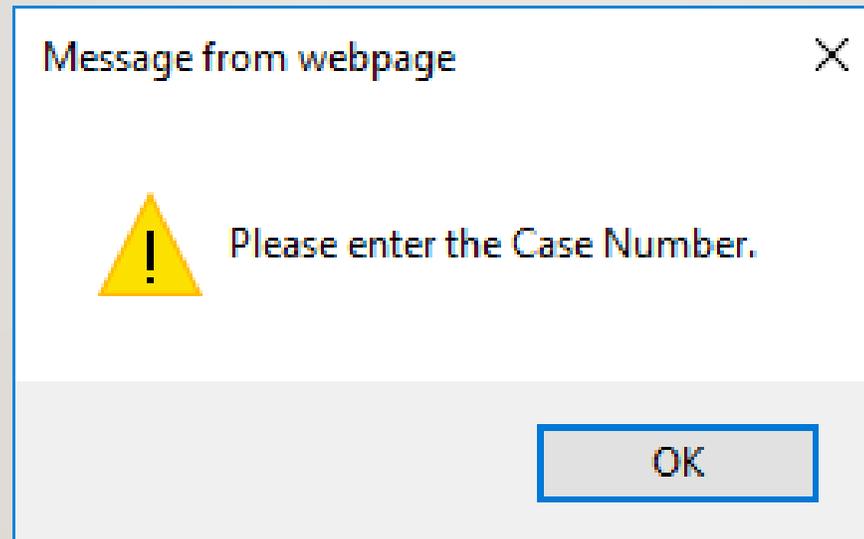
\* Total Payment:

PDF Preview

Continue

# Error Message Displayed if No Case Number is Entered on the Payment Form; Case Number is Needed to Continue

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# Select Type of Payment from List of Options, e.g. Bank Account (ACH)

## Payment Information

Payment Amount \$83.75

**\* I want to pay with my**

Bank account (ACH)

PayPal account

Debit card

[Previous](#)

[Return to Form](#)

[Cancel](#)



[Next](#)

# Next -- Select Type of Account – Checking, Savings, Personal or Business

**Select ...**

- Business Checking
- Business Savings
- Personal Checking
- Personal Savings

**Joan E. Hancock**  
75012 Colson Avenue  
Louisville, Kentucky 40225

1000

AnyBank USA  
Anywhere, USA

MEMO

⑆044008804⑆ 960130629721⑆ 1000

routing and transit #    checking account #    check #

**The Company**  
INCORPORATED  
P.O. BOX 88000 MAIL STATION 089  
DALLAS, TEXAS 75089

No.02468900

DATE: 01-19-96    AMOUNT: \*\*\*\*\*442.00

EXACTLY \*\*\*\*\* DOLLARS AND CENTS

PAY TO THE NAME  
ORDER OF Address  
State Zip

William B. Wigglesworth

⑆02468905⑆ ⑆031400209⑆ 38728566⑆

check #    routing and transit #    checking account #

# Enter Routing Number and Account Number Information and Confirm

\* Routing Number

042000424

\* Account Number

61101

\* Confirm Account Number

61101

×

Case Number

20-99999

Debtor Name

John Smith

Payer Name

John Smith

Phone

312-555-2214

Email

johnsmith25@gmail.com

Description

Ch 7 installment fee payment

[Previous](#)

[Return to Form](#)

[Cancel](#)

[Review and Submit Payment](#)



# Next, the Payment Information Screen will be Presented

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Listing All the Entered Information

Double Check for Accuracy

## Payment Information

Payment Type: Bank account (ACH)

Payment Amount: \$83.75

Payment Date: 09/11/2020

Case\_Number: 20-99999

Debtor\_Name: John Smith

Payer\_Name: John Smith

Phone: 312-555-2214

Email: johnsmith25@gmail.com

Description: Ch 7 installment fee payment

## Account Information

Account Holder Name: John Smith

Routing Number: 042000424

Account Number: \*\*\*\*\*1101

\* Email Address:

johnsmith25@gmail.com

\* Confirm Email Address:

johnsmith25@gmail.com

# Authorization and Disclosure Statement: Check Box to Agree to Authorization

## Authorization and Disclosure Statement

Authorization and Disclosure--Consumers and Businesses  
The debit transaction(s) to which you are agreeing are handled on behalf of Federal agencies by "Pay.gov," which consists of services offered by the U.S. Treasury Department's Bureau of the Fiscal Service. As used in this document, "we" or "us" refers to the Bureau of the Fiscal Service and its agents and contractors operating

[Printable version](#)

\* I agree to the Pay.gov authorization and disclosure statement

[Previous](#)

[Return to Form](#)

[Cancel](#)

[Submit Payment](#)

## Need Help?

### Contact:

Clerk's Office Fiscal Dept.

### Email:

[Click to email](#)

### Phone:

(312) 435-5622

Contact Clerk's Office  
with Questions

# Submitted Payment and Tracking Information

## Your payment is submitted

You will not be able to access this information once you leave this page. A confirmation email has been sent to johnsmith25@gmail.com.

## Because you are not signed in:

This payment will not show in your payment activity. You can sign in or create an account now and Pay.gov will have a record of your payment.

## To confirm your payment went through:

Check your bank statement or account on the payment date

## For questions or to cancel this transaction:

Contact the federal government agency you paid. Pay.gov is unable to cancel this transaction.

## We value your feedback!

Let us know how we did. Complete our [short two minute survey](#). [↗](#)

### Tracking Information

Pay.gov Tracking ID: 3FPJ6H2F

Agency Tracking ID: 120044396129

Form Name: ILNB Online Payment Form

Application Name: ILNB Online Payment

### Payment Information

Payment Type: Bank account (ACH)

Payment Amount: \$83.75

Transaction Date: 09/10/2020 01:31:20 PM EDT

Payment Date: 09/11/2020

Case Number: 20-99999

Debtor Name: John Smith

Payer Name: John Smith

Phone: 312-555-2214

Email: johnsmith25@gmail.com

Description: Ch 7 installment fee payment

### Account Information

Account Holder Name: John Smith

Routing Number: 042000424

# Process if Selection is Payment by Debit Card

**Payment Information**

Payment Amount \$85.00

**\* I want to pay with my**

Bank account (ACH)

PayPal account

Debit card **Select Debit card**

[Previous](#) [Return to Form](#) [Cancel](#)

## Input information

\* Payment Amount  
\$85.00

\* Cardholder Name  
John Smith

\* Cardholder Billing Address  
25 East Road

Billing Address 2

City  
Chicago

\* Country  
United States

\* State/Province  
Illinois

\* ZIP/Postal Code  
60661

## Add credit card info

\* Card Number  
5105105105105100

   
We Accept Debit Only Debit cards accepted

\* Expiration Date  
01 - January 2021

\* Security Code  
998

[What's this?](#)

# Review Payment Information Page for Accuracy

## Payment Information

Payment Type: Debit card

Payment Amount: \$85.00

Case\_Number: 20-99999

Debtor\_Name: John Smith

Payer\_Name: John Smith

Phone: 312-555-2214

Email: johnsmith25@gmail.com

Description: Chapter 7 Installment payment

## Account Information

Cardholder Name: John Smith

Cardholder Billing Address: 25 East Road

Billing Address 2:

City: Chicago

Country: United States

State/Province: IL

ZIP/Postal Code: 60661

Case Number

20-99999

Debtor Name

John Smith

Payer Name

John Smith

Phone

312-555-2214

Email

johnsmith25@gmail.com

Description

Chapter 7 Installment payment

[Previous](#)

[Return to Form](#)

[Cancel](#)

[Review and Submit Payment](#)



# Authorization ~ Check Box to Authorize Payment

\* Email Address:

\* Confirm Email Address:

CC:

*You may enter multiple email addresses in this field. Separate email addresses with a comma.*

\* I authorize a charge to my card account for the above amount in accordance with my card issuer agreement.

[Previous](#) [Return to Form](#) [Cancel](#) [Submit Payment](#)

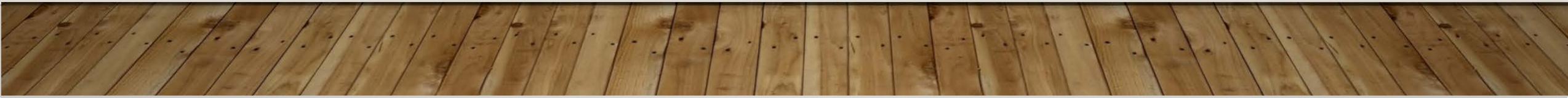
**Need Help?**

**Contact:**  
Clerk's Office Fiscal Dept.

**Email:**  
[Click to email](#)

**Phone:**  
(312) 435-5622

Contact Clerk's Office  
with Questions



# Your Payment Has Been Made Congratulations!

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