

Update Credit Card Process

CourtFileNow™



E Filing

County Location:

Search

Jeffrey M Kerscher

logout about

Handwork & Kerscher, LLP

Return To Queue

Law Firm Attorney Credit Card Billing

Firm Name	Handwork & Kerscher, LLP
Line 1	1090 W. South Boundary St.
Line 2	Suite 150
Line 3	
City	Perrysburg
State	OH
Zip Code	43551
Phone	(419) 872-6600
Update	

The Firm Management Screen consists of four tabs including the Law Firm Tab, The Attorney Tab, the Credit Card Tab, and the Billing Tab

Click on the Credit Card Tab

Inbox (18,236) - djjung x eFiling launch announc x Clerk x Account x EFileing x EFileing x

Not secure | cms-efiling-beta.appspot.com/?sid=e808fd7a-3a74-40b0-9a74-2aa702d810ed&login=0061764#FirmManagementPlace:county=ERIE

Apps Bookmarks iGoogle iGoogle Bank of America — B Lenovo Recommende American Express Log Admin Beta Admin Prod Workspace Webmail Other bookmarks

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LawFirm Attorney Credit Card Billing

Add Credit Card

The Add Credit Card Box opens up. Please click on the Add Credit Card Box

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12:09 PM
2/12/2019

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LawFirm

Attorney

Credit Card

Billing

[Add Credit Card](#)

Add New Credit Card

Account Disabled☐

*CC Number:

Card Type:

VISA▼

Cardholder Name:

*Expiration Month:

*Expiration Year:

Security Code:

Billing Address:

Line 1:

Line 2:

Line 3:

City:

State:

Zip:

Add Credit Card

Cancel

The Add New Credit Card Box opens. Enter all of the information requested. Note that the year must be a 4 digit year.

Return To Queue

LawFirm Attorney Credit Card Billing

Add Credit Card

Add New Credit Card

Account Disabled ☐

*CC Number: 5405222222222226

Card Type: MASTER

Cardholder Name: David Test

*Expiration Month: 08

*Expiration Year: 2022

Security Code: 123

Billing Address:

Line 1: 1515 Main Street

Line 2:

Line 3:

City: Crown Point

State: INDIANA

Zip: 46340

Add Credit Card Cancel

Then click on Add Credit Card

cms-efiling-beta.appspot.com says
The new credit card has been added successfully for this law firm.
OK

Return To Queue

LawFirm Attorney Credit Card Billing

Add Credit Card

Add New Credit Card

Account Disabled ☐

*CC Number: 540522222222226

Card Type: MASTER

Cardholder Name: David Test

*Expiration Month: 08

*Expiration Year: 2022

Security Code:

Billing Address:

Line 1: 1515 Main Street

Line 2:

Line 3:

City: Crown Point

State: INDIANA

Zip: 46340

Add Credit Card Cancel

You will receive a message that the credit card has been added successfully