

**UNITED STATES DISTRICT COURT  
DISTRICT OF MASSACHUSETTS**

**NOTICE**

**REGARDING ONLINE PAYMENT OF CASE RELATED  
AND CIVIL CASE OPENING FEES**

Effective **JANUARY 1, 2007**, the United States District Court for the District of Massachusetts will begin to accept credit card payments for case related fees including civil case openings (complaints), notices of appeal and motions to appear *pro hac vice* in conjunction with Electronic Case Filing (ECF).

Although counsel will be able to file new civil cases electronically as of January 1, 2007, they still may file an action by submitting, in person or by mail, the case opening materials along with the required fee, in cash or check. When case opening materials are filed with the Clerk's Office rather than through ECF, counsel is reminded to include a PDF version of their filing on a compact disc.

When electronically filing any pleading or paper that requires a fee, counsel will be directed to the Treasury Department's Internet payment process (pay.gov). The receipt number and the amount of the fee paid will be indicated in the text of the docket entry. The user also may choose to receive a separate e-mail notification, through the pay.gov service, that confirms the payment.

When accessing pay.gov, one is required to use a browser that supports 128 bit encryption. More information on this service, including all software requirements, is available on the Court's web page at: [www.mad.uscourts.gov/CaseInfo/CM\\_ECF.htm](http://www.mad.uscourts.gov/CaseInfo/CM_ECF.htm).

A demonstration of the CM/ECF civil case opening process and pay.gov will be offered on: Tuesday, January 9, Thursday, January 18 and Tuesday January 23, 2007 at 3:30 PM in the Jury Assembly Hall, 2<sup>nd</sup> Floor, John Joseph Moakley U.S. Courthouse, 1 Courthouse Way, Boston, MA. Other demonstrations will be scheduled in Worcester and Springfield and will continue to be offered periodically thereafter, depending upon demand.

To register for training, complete the registration form located on our web site by selecting:

CM/ECF E-Filing,  
CM/ECF Training Information.  
[pacer.mad.uscourts.gov/dc/cgi-bin/reserve.html](http://pacer.mad.uscourts.gov/dc/cgi-bin/reserve.html)

December 18, 2006

Sarah Allison Thornton  
Clerk of Court