



## Online Criminal Debt Payments

United States District Court  
Eastern District of Wisconsin

### Overview

Effective July 1, 2017, the Eastern District of Wisconsin will accept online payments of criminal debt (special assessment, fine, restitution) through Pay.Gov, which is a secure government website managed by the Department of Treasury, Bureau of Fiscal Service. There is no fee for using this service.

### Court Contact Information

If you have questions or have made an error in submitting your payment, please contact the Clerk's Office Financial Department.

- Phone: (414) 297-3417
- Email: [financial@wied.uscourts.gov](mailto:financial@wied.uscourts.gov)

### How to Make a Payment Online

1. The criminal debt payment form can be accessed one of two ways:

- Court's website <http://www.wied.uscourts.gov/online-criminal-debt-payments>
- Pay.Gov <https://pay.gov/public/form/start/113706625>

2. After you have accessed the payment form click **Continue to Form**.



#### WIED (Wisconsin Eastern) Criminal Debt Form

Before You Begin 1 Complete Agency Form 2 Enter Payment Info 3 Review & Submit 4 Confirmation

Use this form to make criminal debt payments for Eastern District of Wisconsin cases.

**Paying online with Pay.gov is safe, secure, and the preferred method to make a payment.** To make a payment using one of the below accepted payment methods, please click the Continue to the Form button.

#### Accepted Payment Methods:

▶ Bank account (ACH)

▶ Debit or credit card

Preview Form

[Cancel](#)

Continue to the Form

3. Enter the defendant's name and case number on the form. To locate the case number, refer to your Debtor Statement or Payment Coupon. If you are unable to locate your case number, please contact the Clerk's Office financial department at (414) 297-3417.

Defendant Type:  Individual  Business

Defendant Name:

Last: First: Middle Name: Generation:

Business:  If payment is being made on behalf of a business, enter the legal entity name for the business.

Year Case # Defendant #

Court and Defendant Number  DWIE1  CR  -

(Enter Court Number as it appears on your payment coupon.)

4. Enter your name, address and phone number in the Account Holder box. The Self Pay box is automatically checked. If you are making a payment on behalf of a defendant, check the Third-Party Payer box, and fill in your name, address and phone number. Enter the amount of the payment and click Continue.

Self Pay  Third-Party Payer

Account Holder Name: Last:  First:

Address:

City / State / Zip:

Phone Number:  Ext:  Home

Amount of this Payment:

5. You will be directed to the Payment Information page. There are two payment options (Bank Account or Debit/Credit Card). Select your payment method and click Next.
6. Enter your payment information and click Review and Submit Payment
7. On the Confirmation Page, verify the payment information and account information, click Submit Payment.
8. If the transaction is successful, you will be directed to the Payment Confirmation page. You may print receipt from this page.

## Creating a Pay.Gov Account

You are not required to register for a Pay.gov account, however, the advantages of registering for a Pay.gov account include 1) stored payment information; 2) managing payments; and 3) viewing payment history.

1. You can register at the Pay.gov home screen. Click Register in the upper right hand corner.



2. You have the option to create a personal or company account.

3. Fill in required information and check box "I have read and I agree to the Rules of Behavior";

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**Create a personal account**

You must fill in the boxes marked \*

**First Name \***

**Last Name \***

**Email Address \***

I have read and I agree to the [Rules of Behavior](#) \*

An email will be sent with steps to complete your account setup.

**Activate Account**

Already have a Pay.gov account? [Sign in](#)

4. You will receive an email notification from Pay.gov, which you will need to access to finish your Pay.gov account setup. Click the link in the email (or copy and paste into your web browser) to continue your registration.

5. After accessing the account setup link from your email, continue account set up by providing your contact information. Click on **Next Step**.

Please provide your contact information

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You must fill in the boxes marked \*

**Address Line 1 \***  
Street address, P.O. Box, c/o

**Address Line 2 \***  
Apartment, suite, unit, building, floor, etc.

**City \***

**State / Province / Region \***  
State / Province / Region

**ZIP / Postal Code \***

**Country \***  
United States

**Phone Number \***

**Next Step**

6. Next set up your security information - username and password and security questions. Click **Create My Account**. When set up is complete, you should receive a message that you have successfully created account.

Please set up your security information

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**Username and password**

You must fill in the boxes marked \*

**Create a username \***  
Minimum of 6 letters or numbers

**Create a password \***  
Minimum of 8, maximum of 25 characters containing: mix of upper and lower case letters, minimum of one number, minimum of one special character

Show my password

**Success! You can now sign in.**

Sign in to view your account profile page or make a payment.

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