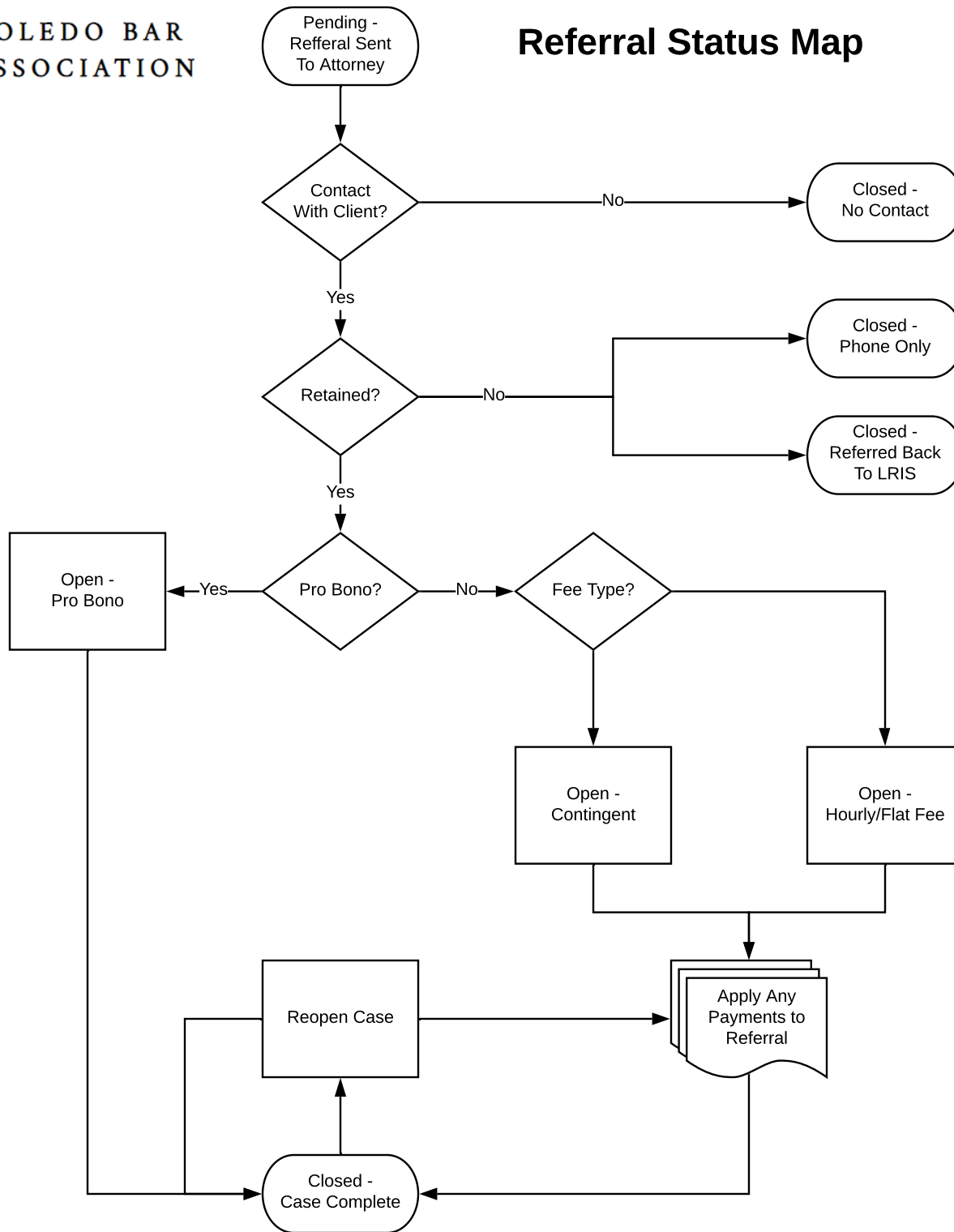




Referral Status Map



Entering Remittance Payments

Once you have retained a case and assigned it either Open - Contingent or Open - Hourly/Flat Fee, you can start entering payments from the client.

It is important that you enter the full payment from the client. Our new LRIS system will automatically calculate the remittance to the Toledo LRIS service.

After you enter the amount from the client, simply click the checkbox on the corresponding line and then the "Make a payment button" below.

Date	Collected from Client	Filing Fees	Fees Billed	Fees Due	
06/22/2020	\$2,500.00	\$0.00	\$345.00	\$0.00	<input checked="" type="checkbox"/> Paid
06/25/2020	\$2,800.00	\$0.00	\$420.00	\$0.00	<input checked="" type="checkbox"/> Paid
07/12/2020	\$700.00	\$0.00	\$105.00	\$105.00	<input type="checkbox"/>
TOTALS	\$6,000.00	\$0.00	\$870.00	\$105.00	

Make a payment

Case Status

In order to update the status, e.g., close Case, select the appropriate status below:

Open - Contingent

* indicates a required field

Save Cancel