



## WHAT IS PAY.GOV?

*Pay.gov is the convenient and fast way to make secure electronic payments to Federal Government Agencies.*

### **Benefits of using Pay.gov**

*No more paper, stamps or delay in the mail. Payments can be submitted on-line anytime and anywhere with internet access. Payments can be made on-line 24 hours a day, 7 days a week. You are able to make one-time payments or establish recurring payments (direct debit only).*

### **Ways to Pay your Debt?**

**Credit or Debit Card.** *One-time payments can be made using Visa, MasterCard, Discover or American Express credit or debit cards.*

**Checking or Savings Account.** *One-time or recurring payments can be made using business or personal checking and savings accounts.*

**NOTE: Maximum payment amount per transaction is \$5,000.00.**



### **U.S. District Court**

District of Minnesota  
300 S. 4th Street, RM 202  
Minneapolis, MN 55415

Phone: 612-664-5000

Website: [www.mnd.uscourts.gov](http://www.mnd.uscourts.gov)

E-mail:

[MND\\_Finance@mnd.uscourts.gov](mailto:MND_Finance@mnd.uscourts.gov)

### **U.S. Probation and Pretrial Services**

District of Minnesota  
300 S. 4th Street, RM 406  
Minneapolis, MN 55415

Phone: 612-664-5400

# Pay.gov

## On-line Criminal Debt Payments



U.S. District Court  
District of Minnesota

## How Do I Pay On-Line?

**Step 1:** Obtain your Court and Defendant Number from either your US Probation Officer, your monthly debtor statement (CCAM Number) or contact the District Court Clerk's Office.

**Step 2:** Using your computer or internet device, visit <https://www.pay.gov>.

**Step 3:** From the home page, go to Search Public Forms and enter "MND Criminal Debt" into the search field and click "enter".

**Step 4:** From the "Search Results" screen, click the red link titled "Continue to Form."

**Step 5:** Enter your personal information into the form. Enter your court case number and defendant number (i.e 001, 002, 003) and payment amount. Click Continue.

**Step 6:** Enter your payment information and click submit. Follow the instructions to finalize your payment.

### Questions?

Please contact the Clerk's Office of the U.S. District Court for assistance with making payments on-line at 612-664-5000.

Additional instruction materials can be found on the District Court website at: <Http://www.mnd.uscourts.gov>

## HOW TO SETUP RECURRING PAYMENTS

You need to register to make recurring payments within Pay.gov.

**Step 1:** Go to <https://www.pay.gov>.

**Step 2:** Click on the "Register" link in the upper right corner of the page and go through a self-enrollment process.

**Step 3:** Once you are registered, go back to <https://www.pay.gov> and log in.

**Step 4:** Go to Search Public Forms and enter form name of **MND Criminal Debt Form**.

**Step 5:** Fill out the form using the recurring payment amount. You must select checking/savings for recurring payments.

**Step 6:** Click the "Submit the form button."

**Step 7:** Enter your bank information and select how much you want to pay, how often, and the date when you want to the recurring payments to come out of your bank account. You must enter the number of payments you want to make.

**Step 8:** Confirm your information. You are now signed up for recurring payments and your bank account will debited automatically.



## Where Can I Make my On-line Payment?

Users can make payments on-line by visiting <http://www.pay.gov>. This website is accessible by any computer, tablet or mobile device with an internet connection.

Once you have accessed the Pay.gov website, use the search feature to search "MND Criminal Debt." This will allow you to access the form and make your payment.

### What if I don't have access to a computer or the internet?

Public computers located in any of the four Clerk's Office lobbies have access to the Pay.gov website.

Additionally, the public terminal located in the U.S. Probation and Pretrial Services Office also have access to Pay.gov.