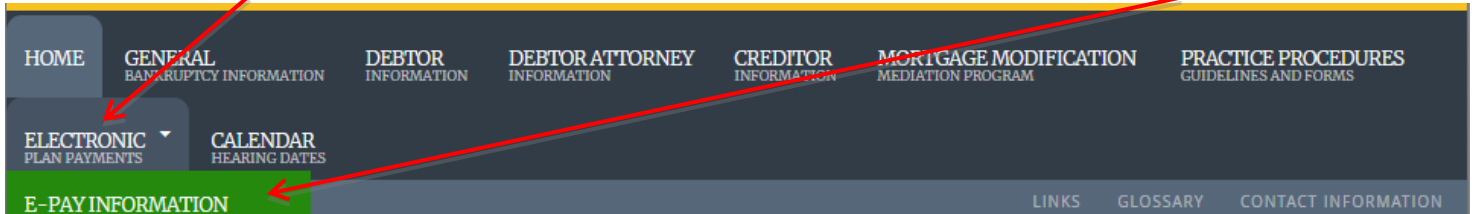


# E-Pay Online Payment System

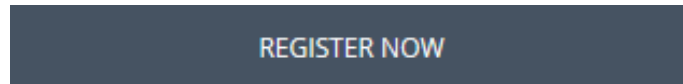
The Online Payment System is an approved alternative to the use of Cashier's Checks and Money Orders by using your Checking or Savings Account to make direct payments to the Trustee. The payment process will take between one to two business days to clear your account. In order to use this payment system, you must have: an **Internet connection**, know your **Case Number** and **last four digits of your Social Security number**, a **Checking or Savings Account**, and a **valid current e-mail address**.

## Creating your E-Pay Account

1. Go to: [www.las13.com](http://www.las13.com)
2. Click: "**Electronic Plan Payments**" link located at the top of the web page and select "**E-Pay Information**"



3. Click: "**Register Now**"



4. Fill out all required personal information (every field with a "\*"). Click "**Next**"

**Kathleen A. Leavitt, Chapter 13 Trustee**

1. Profile Details | 2. Account Details | 3. Confirm Details | 4. Registration Complete

**Registration - Profile Details**

First Name \*

Last Name \*

Email Address \*

Confirm Email Address \*

Company Name (if applicable)

Address 1 \*

Address 2

City \*

State \*

Zip \*

Phone \*

Username \*

Password \*

Confirm Password \*

5. Select "**Kathleen A. Leavitt**" as Ch 13 Trustee
6. Fill in your "**Online Payment ID**":
  - **Example:** Case # BKS-11-77777-LBR and SS# XXX-XX-1234  
Then the **Online Payment ID** is: 11777771234
7. Click "**Next**"
8. Click "**Submit Registration**"

➤ Any further questions on creating your account please contact us at: [epayquestions@las13.com](mailto:epayquestions@las13.com)