

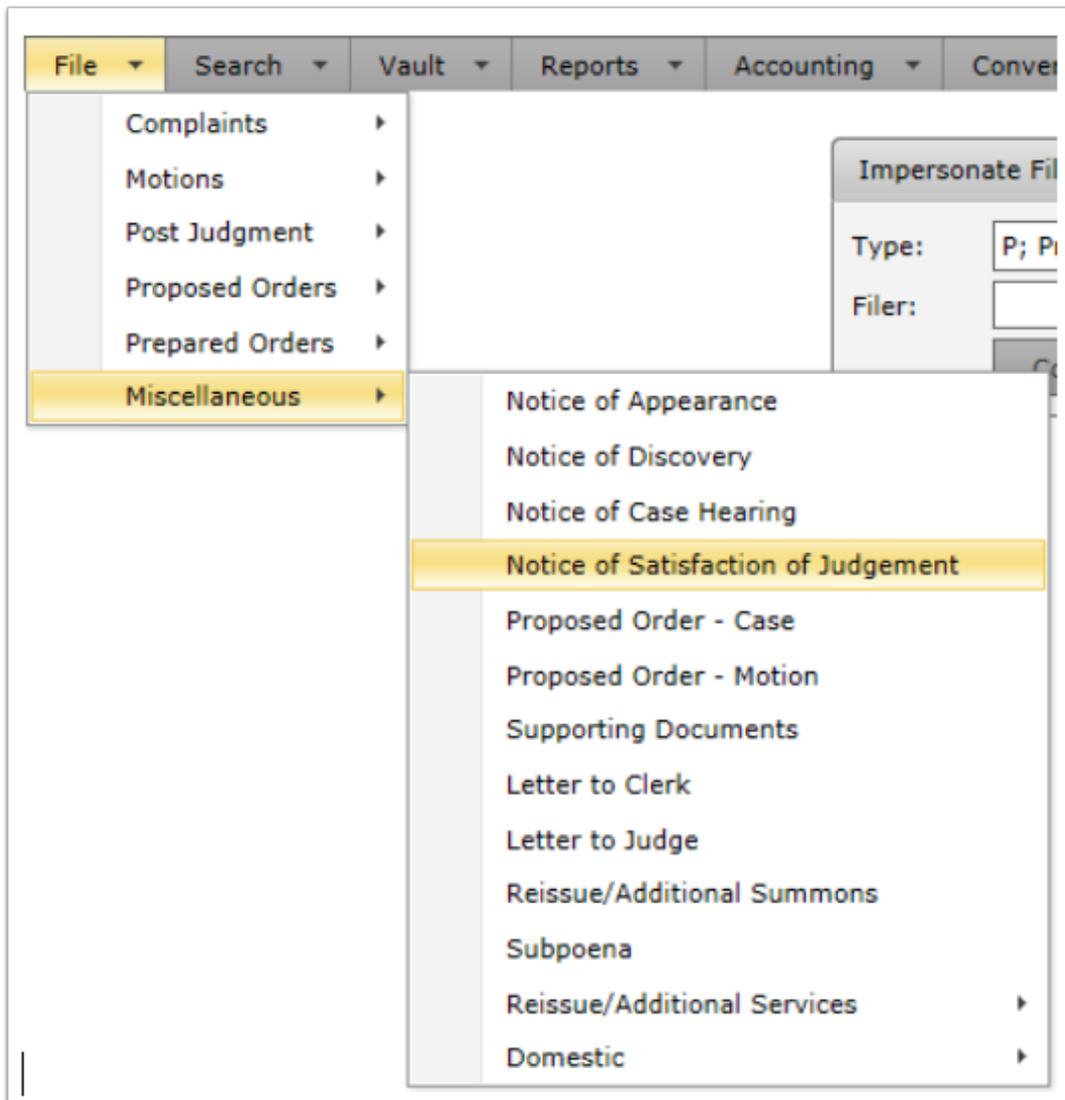


WVClerks - Notice of Satisfaction of Judgment

This document will show you how to file a Notice of Satisfaction of Judgment.

Notice of Satisfaction of Judgment.

To file a Notice of Satisfaction of Judgment, go to File > Miscellaneous > Notice of Satisfaction of Judgment.





Filing Type

Begin by starting with your Filing Type, and then select Continue.

Impersonate Filer

Type:



Filing Options

Select your County, Case Type, Year, and Case Number you are working with. Click Next to continue onto the Case Summary tab.

File Notice of Satisfaction of Judgement

Case Lookup | Case Summary | Satisfaction of Judgement | Represented Parties | Documents | ◀ ▶

County:

Case Type: **Standard** ▼

Year:

Case Number:

Next



Parties Notified

Here you can see the parties that will be notified electronically and by mail. You can change which you are viewing by clicking between the two tabs, 'Parties – Notified Electronically' and 'Parties – Notified by Mail'. Click Next to continue to the Satisfaction of Judgment tab.

File Notice of Satisfaction of Judgment

Case Lookup Case Summary **Satisfaction of Judgment** Represented Parties Documents

Case Number: **CC-60-2017-C-3**
Style: **John Tanaka v. Tim Tracker**
Judge: **Bridget Cohee**

Parties - Notified Electronically Parties - Notified by Mail

Party	Name	Attorney	Name	Email
P-001	John Tanaka	A-90000	Josh Taylor	joshers744@yahoo.com

Back Next



Type Description

Type in the Description for the Satisfaction of Judgment here. Click Next to continue to the Represented Parties tab.

File Notice of Satisfaction of Judgment

Case Lookup Case Summary Satisfaction of Judgment Represented Parties Documents

Description: Satisfaction of Judgment x

Substantial Hardship Requested (Affidavit of Indigency)

Back Next



Select Represented Party

Check mark the represented party here. Click next to continue to the Documents tab.

File Notice of Satisfaction of Judgment

Case Lookup | Case Summary | Satisfaction of Judgment | **Represented Parties** | Documents

Party Class:

#	Party	Name
<input checked="" type="checkbox"/>	P-001	John Tanaka

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Add Documents

Click Add to add in a document from your PC, Delete to remove a selected document, and Scan to add in a document by using the scanning program.

The screenshot shows a web application window titled "File Notice of Satisfaction of Judgement". It features a tabbed interface with four tabs: "Satisfaction of Judgement", "Represented Parties", "Documents" (which is the active tab), and "Payment Summary". Below the tabs is a toolbar with four buttons: "Refresh" (with a circular arrow icon), "Add" (with a plus sign icon), "Delete" (with a minus sign icon), and "Scan". Below the toolbar is a table with the following columns: "File Name", "Type", "Size", and "Description". The table is currently empty, displaying the text "No data to display" in the center. At the bottom of the window, there are two buttons: "Back" and "Next".



Add Documents cont.

When adding in new document, select Browse to find the document on your PC. Select the Type of Document you are going to upload, and add in a description. When done, click upload. Click Next on the Documents screen to continue to the Payment screen.

The screenshot shows a dialog box titled "Add Document" with a close button (X) in the top right corner. The dialog contains three main input fields:

- File:** A text input field containing "Test PDF.pdf" and a "Browse..." button to its right.
- Type:** A dropdown menu with "Notice of Satisfaction of Judgement" selected and a downward arrow on the right.
- Description:** A text input field containing "Notice" and vertical scroll arrows on the right.

At the bottom of the dialog, there are two buttons: "Upload" and "Cancel".



Payment Screen

Select File on the payment screen when finished, and you will see this screen. This is your confirmation that your filing was complete.

File Notice of Satisfaction of Judgment

Satisfaction of Judgment Represented Parties Documents **Payment Summary**

Government Agency

Filing on behalf of a government agency

Fee Multiplier

Select the fee multiplier:

Payment Type

Check

Payment Summary

Payment Amount:	\$1.00
Convenience Fee:	\$0.00
Total Charges:	\$1.00

View Payment Detail

Back File



Filing Receipt

You can also view a receipt here if needed. Click ok to return to the Desktop.

