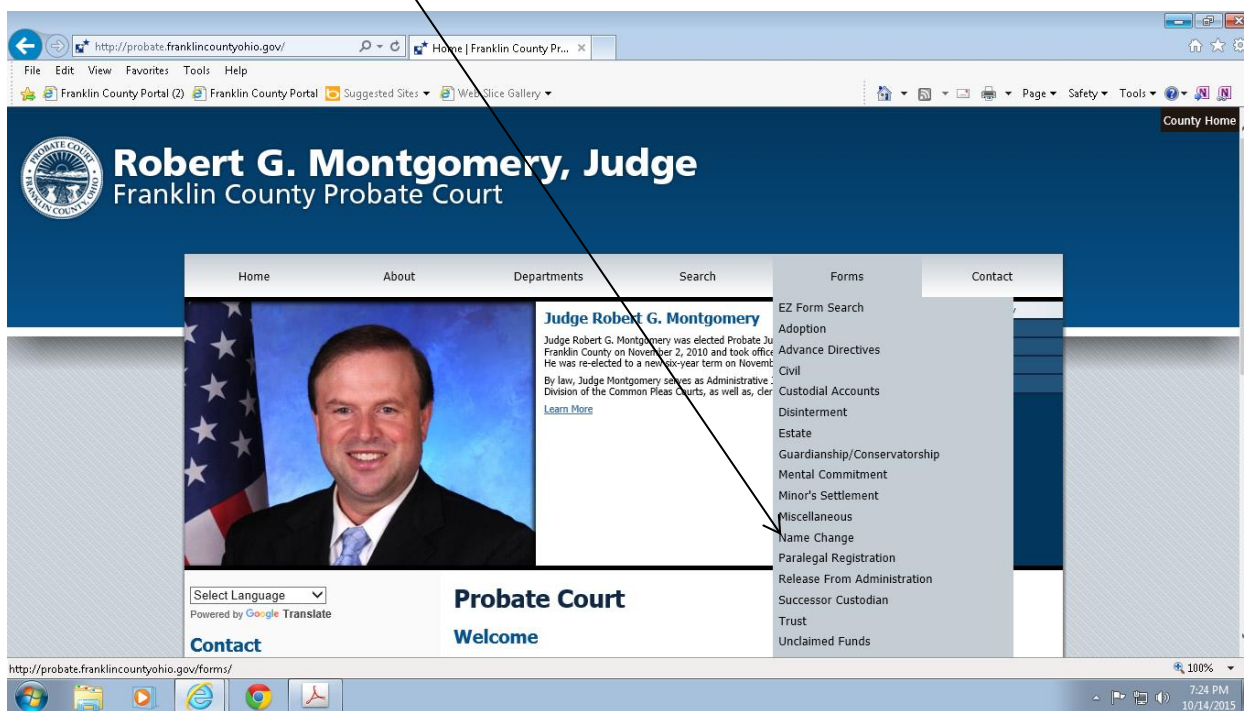
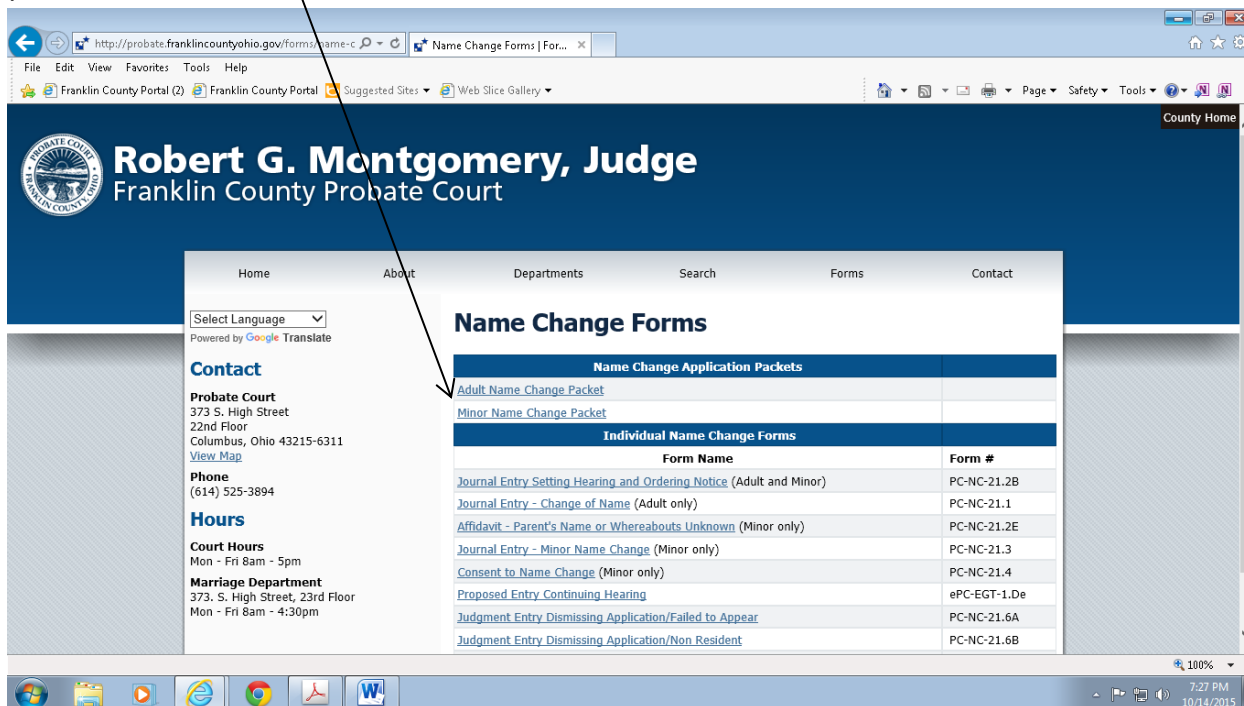


NAME CHANGE e-FILING INSTRUCTIONS

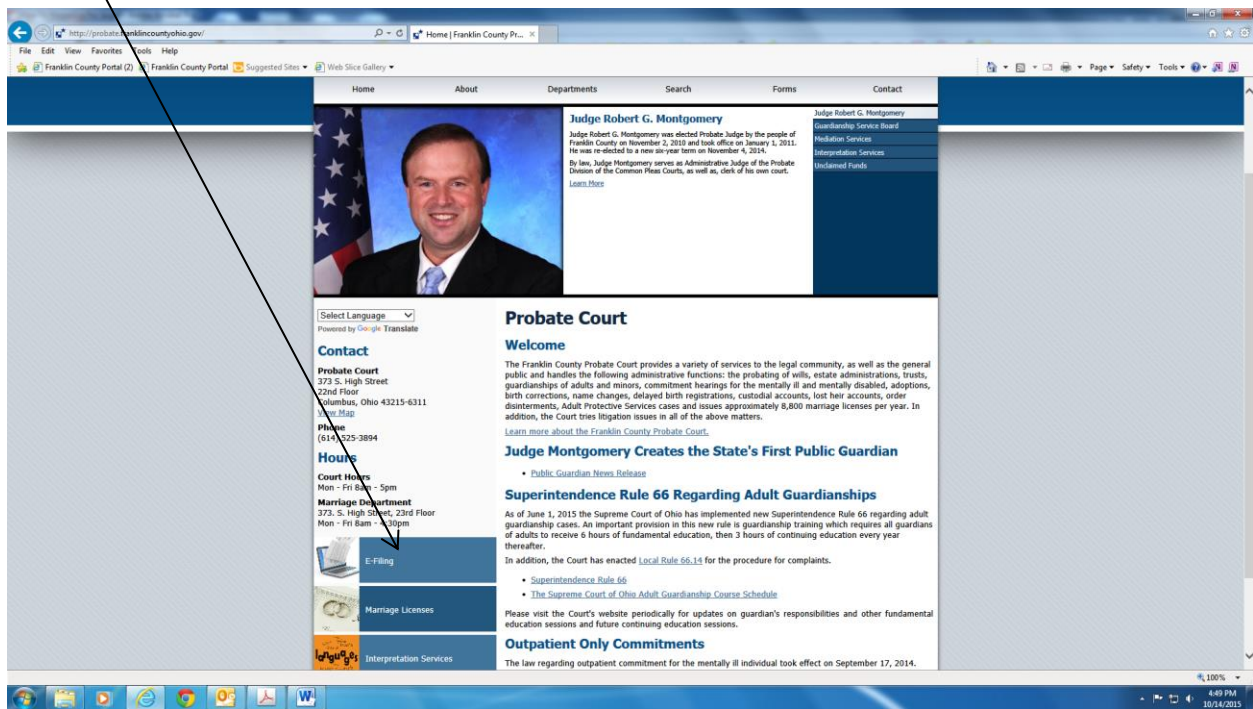
On the Court's homepage select Name Change from the Forms dropdown list.



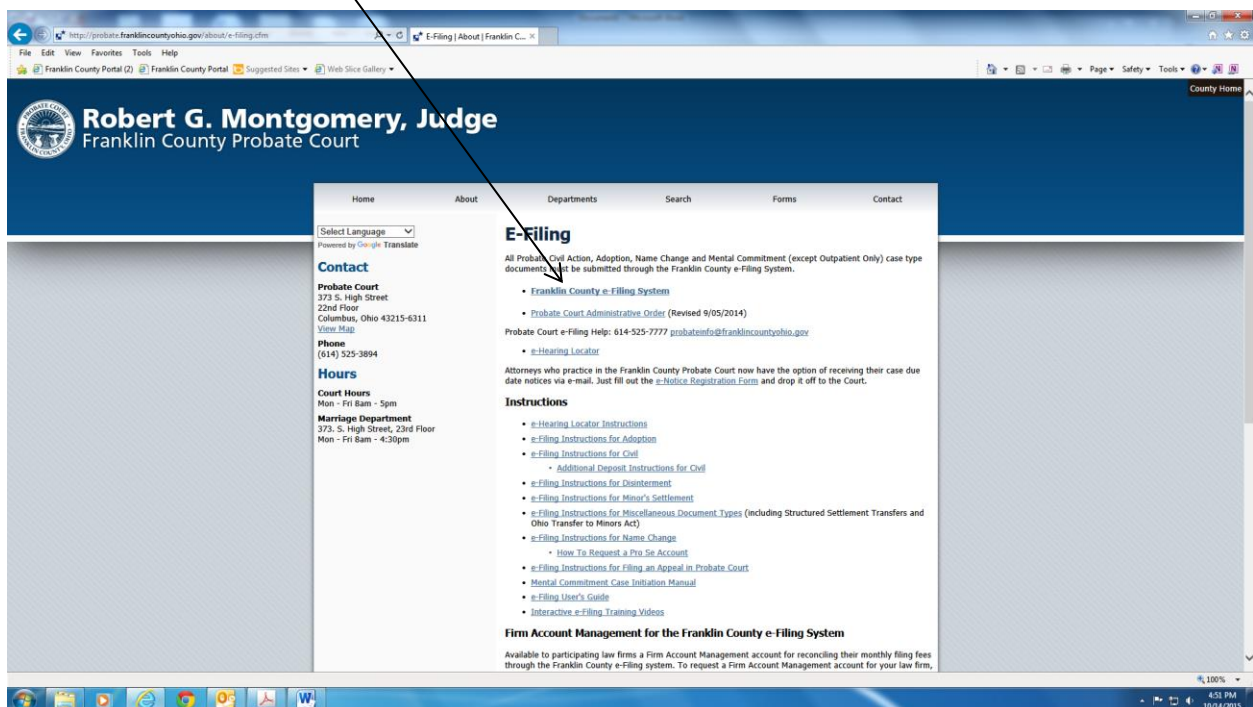
On the Name Change Forms page, select either the Adult or the Minor Name Change Packet. Complete the appropriate name change packet and save it to your computer in a place that will be easy for you to find.



On the Court's homepage click the e-Filing button.



This will take you to the E-Filing page. Click the Franklin County e-Filing System link.



You will be taken to the e-Filing System log in page. Choose the blue Request Account button.

https://efiletest.f... Pirate Flag - Kenny Chesney Electronic Filing Clerk ECF

File Edit View Favorites Tools Help

Suggested Sites Web Slice Gallery

Franklin County e-Filing

Terms of use Payment policy Support

Electronic Filing

powered by eFlex from Tybera

eFile!

Log In

Enter your User Name and Password

User Name

Password:

[Forgot Your Password?](#)

Welcome to the Franklin County's e-Filing website.

This new service will allow you to initiate a case or file to an existing case electronically. But you must first request an account which is then approved by the Clerk.

Please review the Terms of Use policy.

Thank you for your participation in the use of our new e-Filing system.

Firm Account Management for the Franklin County e-Filing system.
Available to participating law firms a Firm Account Management account for reconciling their monthly filing fees through the Franklin County e-Filing system. To request a Firm Account Management account for your law firm, please email the Franklin County Clerk's office at: efilinghelp-clerk@franklincountyohio.gov

The Juvenile **Pilot** Go-Live date is **Monday, December 3rd, 2012**. Juvenile **Mandatory** Go-Live dates will occur early in 2013. Those exact dates will be posted here as soon as they are available.

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Read through the User Agreement. Once you have read the agreement, choose the radio button in front of the paragraph beginning with "I have read the applicable Administrative Order(s) and/or Local Rules".... and choose the blue Submit button.

electronic filing.

Service of pleadings and other documents filed electronically using the e-Filing System shall be governed by the above-referenced Administrative Orders and/or Local Rules governing e-Filing in effect on the date of the filing of the pleadings or documents to be served. E-Service shall not replace the methods of service of pleadings prescribed in the applicable Rules of Procedure. In accordance with those procedures, all parties registered and approved to file documents electronically may be served with notices and copies of documents filed subsequent to a Complaint or Third-Party Complaint by Notice of Electronic Filing (NEF). By accepting the terms of this e-Filing System User Agreement, the filer consents to receive notices and copies of documents electronically, and waives the right to receive by first class mail notice of any document filed electronically subsequent to the Complaint or Third-Party Complaint.

Each authorized user of the Franklin County, Ohio, e-Filing System agrees he/she will not use the e-Filing system to engage in criminal activity or to commit fraud or identity theft. Each authorized user of the Franklin County, Ohio, e-Filing System also agrees not to upload or submit prohibited content into the system. As used in this agreement, "prohibited content" includes, by way of example and not limitation, the following:

- Documents, articles, links or other materials that promote racism, bigotry, hatred or physical harm of any kind against any group or individual;
- Documents, articles, links or other materials that are or could be harmful to minors, exploit persons under 18 years of age in a sexual or violent way, or solicit personal information from anyone under 18 years of age;
- Documents, articles, links or other materials that harass or advocate harassment of another person or are abusive, threatening, or obscene;
- Documents, articles, links or other materials that involve the transmission of "junk mail," "chain letters," unsolicited mass mailing or "spamming;"
- Documents, articles, links or other materials that promote or contain information known to be false;
- Documents, articles, links or other materials that promote or encourage illegal activities or conduct, or provide instructional information about illegal activities such as making or buying illegal weapons, violating someone's privacy, or providing or creating computer viruses;
- Documents, articles, links or other materials that display pornographic materials or images of any kind; and
- Documents, articles, links or other materials that solicit passwords or personal identifying information from other users for commercial or unlawful purposes.

Each authorized user understands and agrees that in the event the user violates the provisions of this User Agreement and specifically this paragraph, the user's privilege to participate in the Franklin County e-Filing System and the user's access to the system may be terminated, at the sole discretion of the Common Pleas Court General Division, Common Pleas Court Probate Division, Common Pleas Court Domestic Relations Division, the Juvenile Branch of the Common Pleas Court, Division of Domestic Relations and Juvenile Branch, the Tenth District Court of Appeals, and the Clerks of Court for the respective Courts. Each authorized user also understands and consents to removal of the prohibited content from the e-Filing System at the discretion of the Courts and Clerks identified.

Important notice of redaction responsibility: Rules 44 and 45 of the Rules of Superintendence for the Courts of Ohio provide that parties and their attorneys should not include, or must redact where inclusion is necessary, certain personal identifiers in order to protect personal privacy. Rule 44 (H) defines personal identifiers to mean "social security numbers, except for the last four digits; financial account numbers, including but not limited to debit card, charge card, and credit card numbers; employer and employee identification numbers; and a juvenile's name in an abuse, neglect, or dependency case, except for the juvenile's initials or a generic abbreviation such as 'CV' for 'child victim.'" Personal identifiers should be omitted or redacted from all case documents submitted to the Court or filed with the Clerk, unless otherwise ordered by the Court.

☒ I have read the applicable Administrative Order(s) and/or Local Rules, located at <http://www.franklincountyohio.gov/clerk/e-File.cfm>, that govern e-Filing at [redacted] I accept the terms of the user agreement.

☐ I do not accept the terms of the user agreement

Cancel Submit

Choose the User Role of Pro Se, then choose the Next button at the bottom of the page.

The screenshot shows a web browser window with the URL <https://efiletest.f...>. The page is titled "Franklin County eFiling" and "Electronic Filing". Below the header, there is a link "User Agreement" followed by "Select User Role". The main heading is "USER ROLES". Underneath, it says "Select your user role:". A list of radio buttons follows: "Government Agency with queues", "Attorney", "Forensic", "Process Server", "Agency / Facility", "Pro Hac Vice", "Pro Se" (which is selected), and "Agency / Facility ADMINISTRATION". At the bottom left of this list are "Cancel" and "Next" buttons. A black arrow points from the instruction text above to the "Pro Se" radio button. At the bottom of the page, there are links for "online help", "terms of use", "privacy policy", "payment policy", "support", "about Tybera Development Group, Inc.", and "contact us", along with a copyright notice: "© 2001-13 Tybera Development Group, Inc. All rights reserved."

Enter all required information, choosing a User Name, Password, Confirm Password, First Name, Middle Name, Last Name, Suffix and Address. You may enter your phone number and fax number. If you have an e-mail address, please enter it in the line provided.

The screenshot shows a web browser window with the address bar displaying "https://efiletest.f...". The browser has several tabs open, including "She Cranks My Tractor - D...", "eFlex", and "Clerk ECF". The page title is "Clerk ECF". The browser's menu bar includes "File", "Edit", "View", "Favorites", "Tools", and "Help". The toolbar includes "Suggested Sites", "Web Slice Gallery", "Google", "Search", "More >>", "Sign In", "Page", "Safety", and "Tools".

The form is titled "*Required Fields". It contains the following fields:

- Company Name: Pro Se
- User Name: *
- Password: *
- Confirm Password: *
- Title:
- First Name: *
- Middle Name:
- Last Name: *
- Suffix Name:
- Phone:
- Fax:
- EEmail:
- 1st Alternate EMail:
- 2nd Alternate EMail:

Below the form, there are two radio buttons for address selection:

- ☐ Use My Company's Address
- ☒ Use My Address

Under "Use My Address", there is an "International:" checkbox and the following address fields:

- Address Line 1: *
- Address Line 2:
- Address Line 3:
- City: *
- State: (dropdown menu)
- Postal Code: *
- Country: (dropdown menu)

Once you have entered all information, choose the blue submit button at the bottom of the page.

First Name: *

Middle Name:

Last Name: *

Suffix Name:

Phone: Fax:

EMail:

1st Alternate EMail:

2nd Alternate EMail:

☐ Use My Company's Address

☒ Use My Address

International: ☐

Address Line 1: *

Address Line 2:

Address Line 3:

City: * State:

Postal Code: * Country:

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Once you submit your request for an e-Filing account, you will receive an e-mail that states: *A request for a Pro Se account has been submitted for YOUR NAME HERE (your chosen user ID) at Pro Se.* When your e-filing account has been approved you will receive another e-mail stating: Your request for an e-Filing account has been approved.

You are now ready to begin e-Filing.

Log into the e-Filing system

https://efile... Til My Last Day - Just... Electronic Filing Clerk ECF

File Edit View Favorites Tools Help Google Search More Sign In

Suggested Sites Web Slice Gallery Page Safety Tools

Electronic Filing
powered by eFlex from Tybera

Home Payment policy Support

Log In

Enter your User Name and Password.

User Name:

Password:

[Log In](#) [Forgot Your Password?](#)

[Request Account](#)

Franklin County's e-Filing website.

allow you to initiate a case or file to an existing case electronically. But you must first
which is then approved by the Clerk.

ns of Use policy.

icipation in the use of our new e-Filing system.

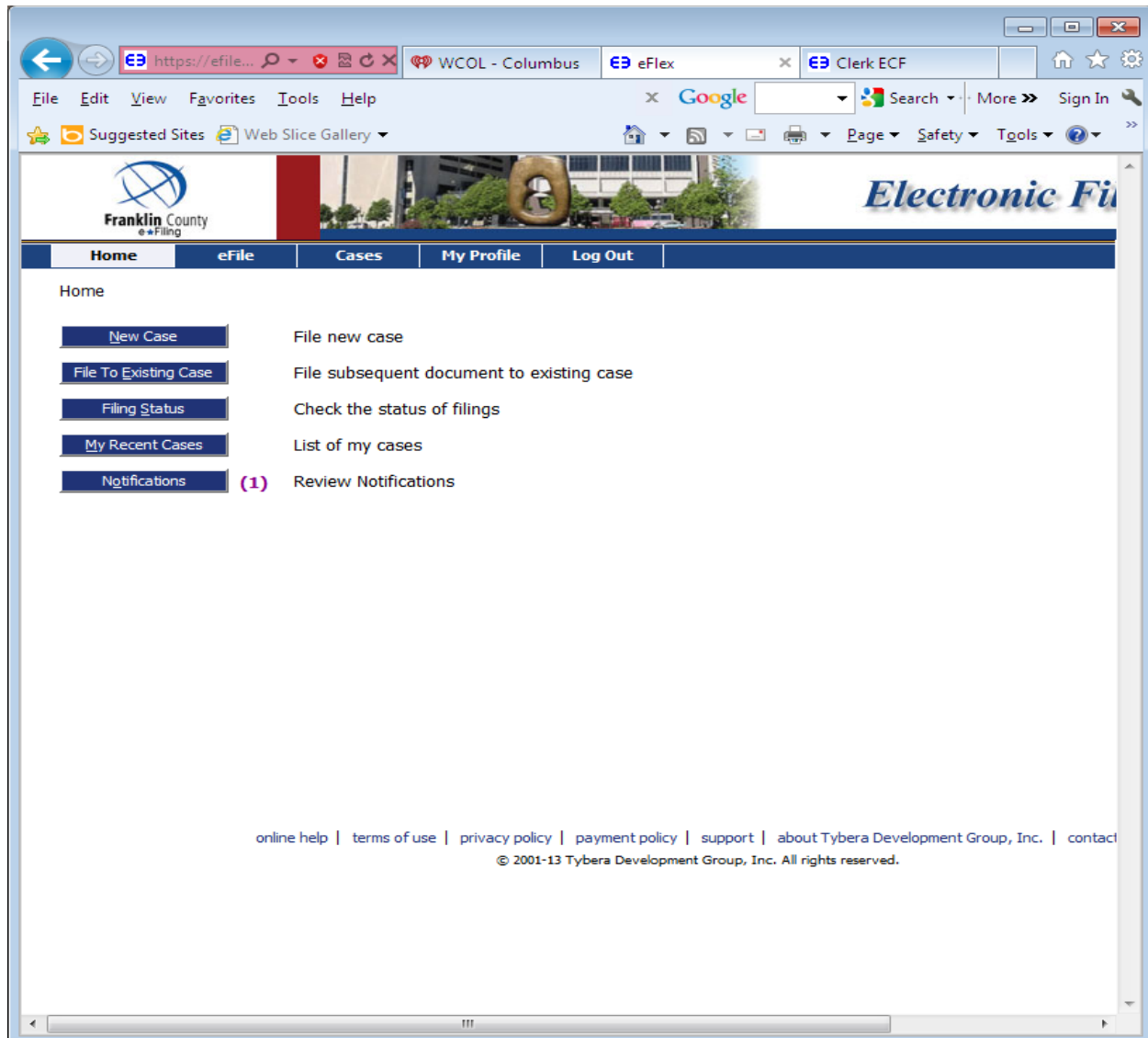
ment for the Franklin County e-Filing system.

ing law firms a Firm Account Management account for reconciling their monthly filing
lin County e-Filing system. To request a Firm Account Management account for your
the Franklin County Clerk's office at: efilinghelp-clerk@franklincountyohio.gov

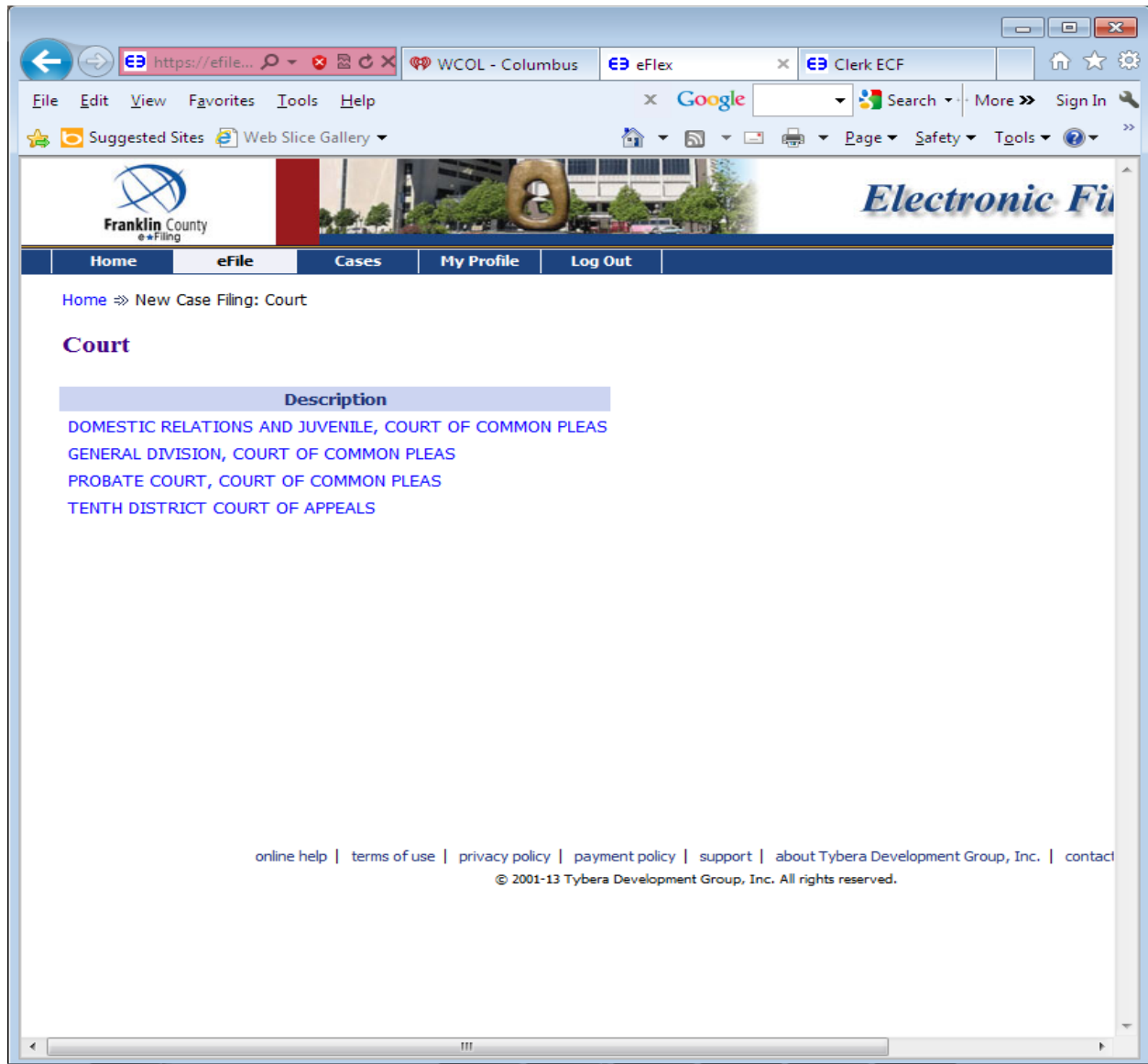
live date is **Monday, December 3rd, 2012**. Juvenile **Mandatory** Go-Live dates will
lose exact dates will be posted here as soon as they are available.

[online help](#) | [about Tybera Development Group, Inc.](#) | [contact us](#)

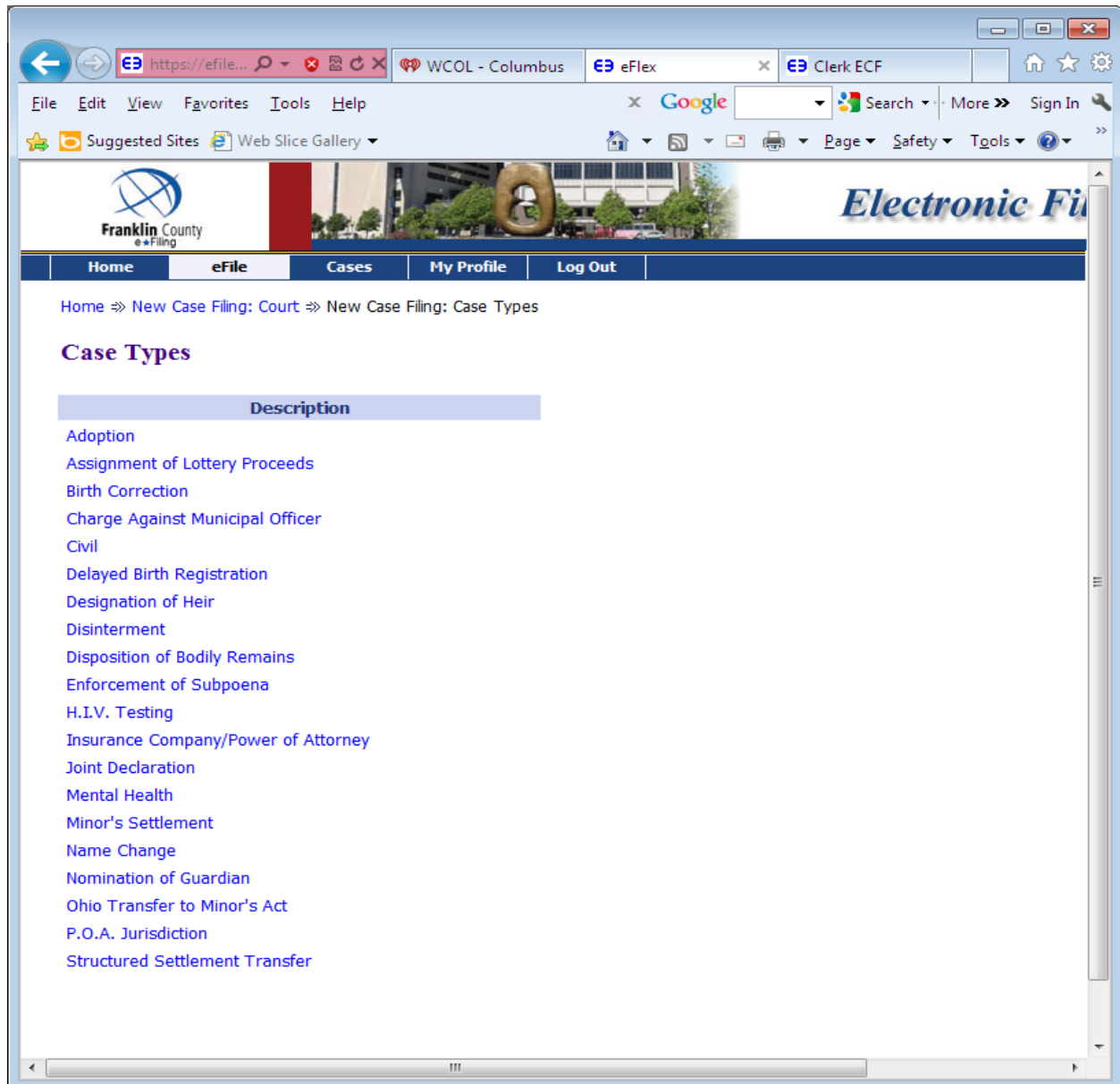
Choose New Case



Choose PROBATE COURT, COURT OF COMMON PLEAS



Choose Name Change



You will be taken to the following screen

The screenshot shows a web browser window with the URL <https://efile...>. The browser tabs include "WCOL - Columbus", "eFlex", and "Clerk ECF". The website header features the Franklin County eFiling logo and a banner image with the text "Electronic Filing". The navigation menu includes "Home", "eFile", "Cases", "My Profile", and "Log Out". The breadcrumb trail reads: Home ⇒ New Case Filing: Court ⇒ New Case Filing: Case Types ⇒ Case Initiation.

The main heading is "Case Initiation: Name Change". Below it is a form field for "Filer Reference No" with a placeholder text "(Enter your office reference number - if applicable)".

There are two buttons: "Add Case Participants" and "Add My Parties". Below these is a table with the following structure:

Participant Name	Role	Attorney(s) for Party
CAROLE RINGMY BELLE	Petitioner	

At the bottom of the form are three buttons: "Back", "Save to Draft", and "Next".

The footer contains links for "online help", "terms of use", "privacy policy", "payment policy", "support", "about Tybera Development Group, Inc.", and "contact". It also includes the copyright notice: "© 2001-13 Tybera Development Group, Inc. All rights reserved."

Click on the plus sign (+) next to your name to make sure your mailing address and e-mail address are correct.

If all information is correct and you are submitting a name change for an **adult**, choose the Next button.

If the information is incorrect, choose My Profile from the toolbar across the top of the page. From the My Profile dropdown box choose My Profile then choose Modify User Profile from the bottom toolbar to update your information. Once the information is updated, choose the Submit button at the bottom of the page.

Home >> New Case Filing: Court >> New Case Filing: Case Types >> Case Initiation

Case Initiation: Name Change

Filer Reference No (Enter your office reference number - if applicable)

Add Case Participants Add My Parties Add Other Parties

Participant Name	Role	Attorney(s) for Party
CAROLE RINGMY BELLE Phone: 6147730987 Email: blbishop@franklincountyohio.gov Address: 373 S. High St., 22nd Fl. Columbus, OH 43215-9076 US	Petitioner	

Back Save to Draft Next

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If you are submitting a name change for a **minor**, choose the Add Other Parties button. On this screen you must enter the Mother's name and choose the Next button at the bottom of the page.

The screenshot shows a web browser window with the URL <https://efile...>. The browser tabs include 'WCOL - Columbus', 'eFlex', and 'Clerk ECF'. The website header features the Franklin County eFiling logo and the text 'Electronic Filing'. The navigation menu includes 'Home', 'eFile', 'Cases', 'My Profile', and 'Log Out'. The breadcrumb trail reads: Home » New Case Filing: Court » New Case Filing: Case Types » Case Initiation » Add a Party.

The 'Add a Party' form contains the following fields:

- Party Type:
- First Name:
- Middle Name:
- Last Name: *
- Suffix:

At the bottom of the form are two buttons: 'Back' and 'Next'.

Footer text includes: [online help](#) | [terms of use](#) | [privacy policy](#) | [payment policy](#) | [support](#) | [about Tybera Development Group, Inc.](#) | [contact](#)
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You will be taken back to the Case Initiation Screen. Choose Add Other Parties again to enter the Father's name.

The screenshot shows a web browser window with the URL <https://efile...>. The browser has multiple tabs open: WCOL - Columbus, eFlex, and Clerk ECF. The page title is "Electronic Filing". The navigation bar includes links for Home, eFile, Cases, My Profile, and Log Out. The breadcrumb trail is: Home >> New Case Filing: Court >> New Case Filing: Case Types >> Case Initiation.

Case Initiation: Name Change

Filer Reference No (Enter your office reference number - if applicable)

Add Case Participants **Add My Parties** **Add Other Parties**

Participant Name	Role	Attorney(s) for Party
<input type="checkbox"/> CAROLE RINGMY BELLE	Petitioner	
<input checked="" type="checkbox"/> JANE J DOE	Mother	

Buttons: **Back** **Save to Draft** **Next**

Footer: [online help](#) | [terms of use](#) | [privacy policy](#) | [payment policy](#) | [support](#) | [about Tybera Development Group, Inc.](#) | [contact](#)
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Enter the father's name and choose the Next button at the bottom of the page.

The screenshot shows a web browser window with the URL <https://efile...>. The browser has multiple tabs open: "WCOL - Columbus", "eFile", and "Clerk ECF". The page header includes the Franklin County eFiling logo and the text "Electronic Filing". A navigation bar contains links: Home, eFile, Cases, My Profile, and Log Out. Below the navigation bar, a breadcrumb trail reads: Home >> New Case Filing: Court >> New Case Filing: Case Types >> Case Initiation >> Add a Party. The main form area contains the following fields:

- Party Type:
- First Name:
- Middle Name:
- Last Name:
- Suffix:

At the bottom of the form are two buttons: "Back" and "Next". The footer of the page contains links for online help, terms of use, privacy policy, payment policy, support, about Tybera Development Group, Inc., and contact. It also includes a copyright notice: © 2001-13 Tybera Development Group, Inc. All rights reserved.

Choose the Next button after entering the parent.

Add information about UNKNOWN parent(s) too.

If the parent's name is unknown or not listed on the birth certificate, choose Unknown Father or Unknown Mother. Choose the Next button.

The screenshot shows a web browser window with the Franklin County eFiling portal. The browser's address bar shows the URL <https://efiletest.f...>. The page has a header with the Franklin County eFiling logo and the text "Electronic Filing". A navigation bar includes links for Home, eFile, Cases, My Profile, and Log Out. The user is logged in as "CAROLE RINGMY BEL". The breadcrumb trail is: Home ⇒ New Case Filing: Court ⇒ New Case Filing: Case Types ⇒ Case Initiation ⇒ Add a Party.

The "Add a Party" form contains the following fields:

- Party Type: **Unknown Father** (dropdown menu)
- First Name:
- Middle Name:
- Last Name: * **UNKNOWN** (text input)
- Suffix:

At the bottom left of the form are two buttons: **Back** and **Next**.

At the bottom of the page, there is a footer with links: [online help](#) | [terms of use](#) | [privacy policy](#) | [payment policy](#) | [support](#) | [about Tybera Development Group, Inc.](#) | [contact us](#). Below these links is the copyright notice: © 2001-13 Tybera Development Group, Inc. All rights reserved.

This will take you to the Add a Document screen.

Home > New Case Filing: Court > New Case Filing: Case Types > Case Initiation > Add a Document

Case Subtype : Name Change

Document Category

Document Type *

Additional Text

Acceptable File Format(s) (*.doc, *.docx, *.pdf)

Document Location

Page Count

Add to Submission

Document Name	View Document	Edit Data	Size
Case Data	form.xml		0.01 MB

Total Size: 0.0 MB

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Choose Document Category: PETITION

Franklin County eFiling

Electronic Filing

Home eFile Cases My Profile Log Out

Home ⇒ New Case Filing: Court ⇒ New Case Filing: Case Types ⇒ Case Initiation ⇒ Add a Document

Case Subtype : Name Change

Document Category: PETITION

Document Type *: ALL
APPEND/ATTACH DOCUMENTS
APPLICATIONS/MOTIONS
ENTRY/ORDER
MISCELLANEOUS A - C
MISCELLANEOUS D - L
MISCELLANEOUS M - P
PETITION
PROPOSED ENTRY/ORDER

Additional Text:

Document Location: (docx, *.pdf)

Page Count:

Add to Submission:

Document Name	View Document	Edit Data
Case Data	form.xml	0.0

Total Size: 0.0

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Choose Document Type: Petition to Change Name

Franklin County eFiling

Electronic Filing

Home eFile Cases My Profile Log Out

Home ⇒ New Case Filing: Court ⇒ New Case Filing: Case Types ⇒ Case Initiation ⇒ Add a Document

Case Subtype : Name Change

Document Category

Document Type *

Additional Text

Acceptable File Format(s) (*.doc, *.docx, *.pdf)

Document Location

Page Count

Add to Submission

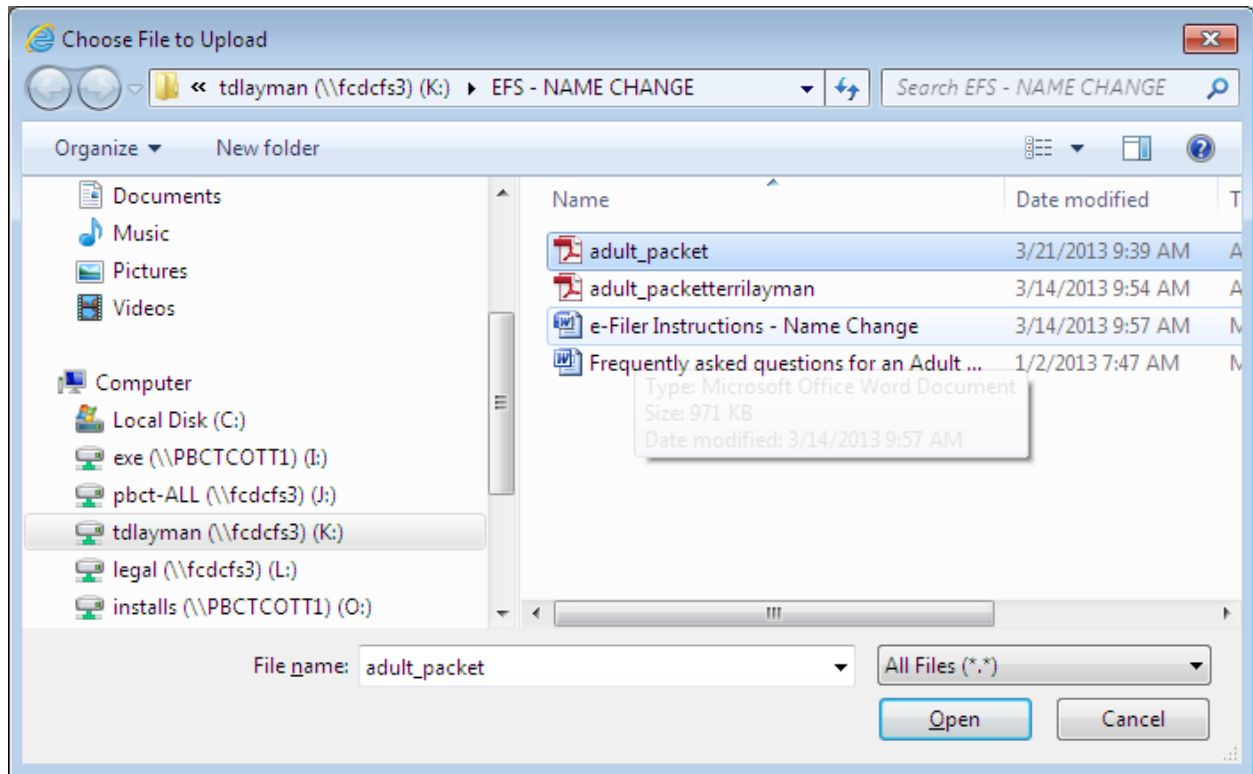
Document Name	View Document	Edit Data
Case Data	form.xml	0.0

Total Size: 0.0

online help | terms of use | privacy policy | payment policy | support | about Tybera Development Group, Inc. | contact

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Click on the Browse button and this will take you to your computer to choose where you have stored the Petition packet for name change.



Once you find your document, highlight it and choose the Open button. This will upload your document to the e-Filing System.

Once you see your document on the Document Location line, choose the Add to Submission button.

Home > New Case Filing: Court > New Case Filing: Case Types > Case Initiation > Add a Document

Case Subtype : Name Change

Document Category:

Document Type *:

Additional Text:

Acceptable File Format(s) (*.doc,*.docx,*.pdf)

Document Location: [Browse...](#)

Page Count:

Add to Submission: [Add](#)

Document Name	View Document	Edit Data	Size	Pg Count	Remo
Case Data	form.xml		0.01 MB		

Total Size: 0.0 MB

[Back](#) [Move to Draft](#) [Next](#)

[online help](#) | [terms of use](#) | [privacy policy](#) | [payment policy](#) | [support](#) | [about Tybera Development Group, Inc.](#) | [contact us](#)

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This will take you to the Misc Petition screen to enter current name, alias and desired new name.

The screenshot shows a web browser window with the following tabs: "https://efile...", "Pirate Flag - Kenny ...", "eFlex", and "Clerk ECF". The address bar shows "https://efile...". The browser's menu bar includes "File", "Edit", "View", "Favorites", "Tools", and "Help". The toolbar includes "Suggested Sites", "Web Slice Gallery", "Google", "Search", "More >>", "Sign In", "Page", "Safety", and "Tools".

The breadcrumb trail is: Home >> New Case Filing: Court >> New Case Filing: Case Types >> Case Initiation >> Add a Document >> Misc Petition.

The form is titled "Petition to Change Name". It contains the following sections:

- Case Name:**
 - First Name: CAROLE
 - Middle Name: RINGMY
 - Last Name: * BELLE
 - Suffix:
- Alias:**
 - First Name:
 - Middle Name:
 - Last Name:
 - Suffix:
- New Name:**
 - First Name: CAROLE
 - Middle Name: ANN
 - Last Name: * BELLE
 - Suffix:
- Date of Birth: ***
 - (mm/dd/yyyy) 10/28/1974
- Adult** ☒ **Minor** ☐
- Publisher:** The Daily Reporter - \$30.00

At the bottom of the form are two buttons: "Back" and "Next".

Be sure to enter Case Name, an Alias if you use one, New Name, Date of Birth, choose Adult or Minor, and choose a Publisher either The Columbus Dispatch for \$50.00 or The Daily Reporter for \$30.00. The Court will take care of sending the publication information to the selected newspaper.

Choose the Next button at the bottom of the page.

This will take you back to the Add a Document page. Other documents, such as Driver's License, Birth Certificate, etc., are required to be filed with the Court and can be uploaded at this time. If you do not have a scanner, you may bring in to the Court other required documents on the hearing date and the Court can scan and e-File those documents for you.

Once all documents have been uploaded, choose the Next button at the bottom of the page.

The screenshot shows a web browser window with the URL <https://efile...>. The browser's address bar and tabs show multiple open pages, including 'People Are Crazy - ...', 'eFlex', and 'Clerk ECF'. The browser's menu bar includes File, Edit, View, Favorites, Tools, and Help. The browser's toolbar includes a search bar with 'Google' and 'Search' buttons, and a 'Sign In' button. The browser's status bar shows 'Suggested Sites', 'Web Slice Gallery', and various icons for Page, Safety, and Tools.

The main content area of the browser displays the Franklin County eFile system interface. The interface has a header with the Franklin County eFile logo and the text 'Electronic Filing'. Below the header is a navigation bar with links: Home, eFile, Cases, My Profile, and Log Out. The breadcrumb trail shows: Home » New Case Filing: Court » New Case Filing: Case Types » Case Initiation » Add a Document.

The main section is titled 'Case Subtype : Name Change'. It contains several form fields and buttons:

- Document Category:** A dropdown menu with 'MISCELLANEOUS A - C' selected.
- Document Type *:** A dropdown menu with 'Copy of Driver's License' selected.
- Additional Text:** A text input field.
- Acceptable File Format(s) (*.doc,*.docx,*.pdf):** A text input field.
- Document Location:** A text input field with a 'Browse...' button next to it.
- Page Count:** A text input field.
- Add to Submission:** A button labeled 'Add'.

Below the form fields is a table with the following columns: Document Name, View Document, Edit Data, and a final column with numerical values. The table contains two rows of data:

Document Name	View Document	Edit Data	
Case Data	form.xml		0.0
Petition to Change Name	adult_packet.pdf		0.0

Below the table, the text 'Total Size: 0.0' is displayed. At the bottom of the form, there are three buttons: 'Back', 'Move to Draft', and 'Next'.

The footer of the page contains links for 'online help', 'terms of use', 'privacy policy', 'payment policy', 'support', 'about Tybera Development Group, Inc.', and 'contact'. Below these links is the copyright notice: '© 2001-13 Tybera Development Group, Inc. All rights reserved.'

This will take you to the Review and Approve Filing page. By choosing the link under the View Document, you can look at all your documents one last time prior to submitting them to make sure you have uploaded the correct documents.

Home ⇒ New Case Filing: Court ⇒ New Case Filing: Case Types ⇒ Case Initiation ⇒ Add a Document ⇒ Review and Approve Filing

Review and Approve Filing

Case Title : BELLE, CAROLE RINGMY

Case Subtype : Name Change

Filers Reference No:

Generated Case Data: [Change Case Data](#)

Document(s) to be Submitted: [Add/Remove Documents](#)

Document Name	View Document
Petition to Change Name	adult_packet.pdf

Special Filing Instructions for the Clerk:

Payment Method:

☒ Pay by Credit Card
Estimated Fees: \$138.00

☐ Special Waiver

☐ Government Agency

[Back](#) [Cancel \(Delete\)](#) [Move to Draft](#) [Submit the Filing](#)

If everything is ready to submit, choose the Payment Method: Pay by Credit Card radio button. Choose the Submit the Filing button.

Home » New Case Filing: Court » New Case Filing: Case Types » Case Initiation » Add a Document » Review and Approve Filing

Review and Approve Filing

Case Title : BELLE, CAROLE RINGMY

Case Subtype : Name Change

Filers Reference No:

Generated Case Data: [Change Case Data](#)

Document(s) to be Submitted: [Add/Remove Documents](#)

Document Name	View Document
Petition to Change Name	adult_packet.pdf

Special Filing Instructions for the Clerk:

Payment Method:

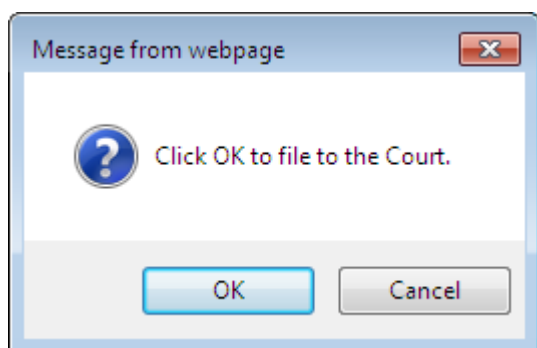
☒ Pay by Credit Card
Estimated Fees: \$138.00

☐ Special Waiver

☐ Government Agency

[Back](#) [Cancel \(Delete\)](#) [Move to Draft](#) [Submit the Filing](#)

The below window will open up. Choose OK.



This will take you to the PayGov.US page where you will enter your credit / debit card information.

Once you have entered all required information, choose the green Review and Pay button.

The screenshot shows a web browser window with the PayGov.US website. The browser's address bar shows "https://testsec.p..." and the page title is "PayGov.US - Payment...". The website header features the PayGov.US logo and a navigation bar with links like "File", "Edit", "View", "Favorites", "Tools", "Help", "Google", "Search", "More", and "Sign In".

The main content area is titled "Payment Information - Probate Court". It contains a form with the following fields:

- Cardholder First Name: TESTING
- Last Name: TESTING
- Address: 373 S HIGH ST
- City: COLUMBUS
- State: OH
- Zip Code: 43215
- Billing Phone: 555-555-5555
- Your Email Address: (empty field)
- Optional: (empty field)
- Card Type: VISA (dropdown menu)
- Card Number: 4111111111111111
- Security Code: 123 (with a note: "Three or four-digit code printed on back of card")
- Expiration Date: Oct 2016 (dropdown menu)

On the left side of the form, there is a section titled "The following payments are accepted for your transaction:" with two radio buttons: "Credit/Debit" (selected) and "Check". Below this is a green button labeled "Review and Pay ->".

Below the "Review and Pay ->" button, there are three buttons: "<<-- Edit Payor Info", "<<-- Edit Payment Amts", and "Cancel and Go Back".

At the bottom left, there is a summary of the payment:

- Payment Amount: \$138.00
- Flat Convenience Fee: \$4.14
- Payment Total: \$142.14

Below the summary, there is a "securityMETRICS PCI Certified" logo and a link to "SSL Certificate".

The footer of the page contains the text "Copyright © 2009 PayGov, LLC" and a link to "www.PayGov.US".

Read the paragraph highlighted in yellow and click the box in front of “I AGREE”.

PayGov.US

☐ **I Agree**

By checking this box, I agree to the flat convenience fee or the applicable percentage rate as noted below. This fee is **NON-REFUNDABLE**.

If you would like to make any changes to the information you have entered, please select the page from the buttons below.

<<<-- Edit Payor Info
 <<-- Edit Payment Amts
 <-- Edit Payment Info
 Cancel and Go Back

Payment Amount: \$138.00
 Flat Convenience Fee: \$4.14

 Payment Total: \$142.14

securityMetrics
 PCI Certified

[SSL Certificate](#)

Payment Information - Probate Court

Cardholder Name: TESTING TESTING
 Address: 373 S HIGH ST
 : COLUMBUS, OH
 Credit Card: VISA 4*****1111 exp 10/16

Payment Amount: \$138.00
 Convenience Fee: \$4.14
 Payment Total: \$142.14

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Choose the Green Submit Payment button.

PayGov.US

☒ **I Agree**

By checking this box, I agree to the flat convenience fee or the applicable percentage rate as noted below. This fee is **NON-REFUNDABLE**.

If you would like to make any changes to the information you have entered, please select the page from the buttons below.

<<<< Edit Payor Info
<< Edit Payment Amts
< Edit Payment Info
Submit Payment ->
Cancel and Go Back

Payment Information - Probate Court

Cardholder Name: TESTING TESTING
Address: 373 S HIGH ST
: COLUMBUS, OH
Credit Card: VISA 4*****1111 exp 10/16

Payment Amount: \$138.00
Convenience Fee: \$4.14
Payment Total: \$142.14

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Payment Amount:	\$138.00
Flat Convenience Fee:	\$4.14

Payment Total:	\$142.14

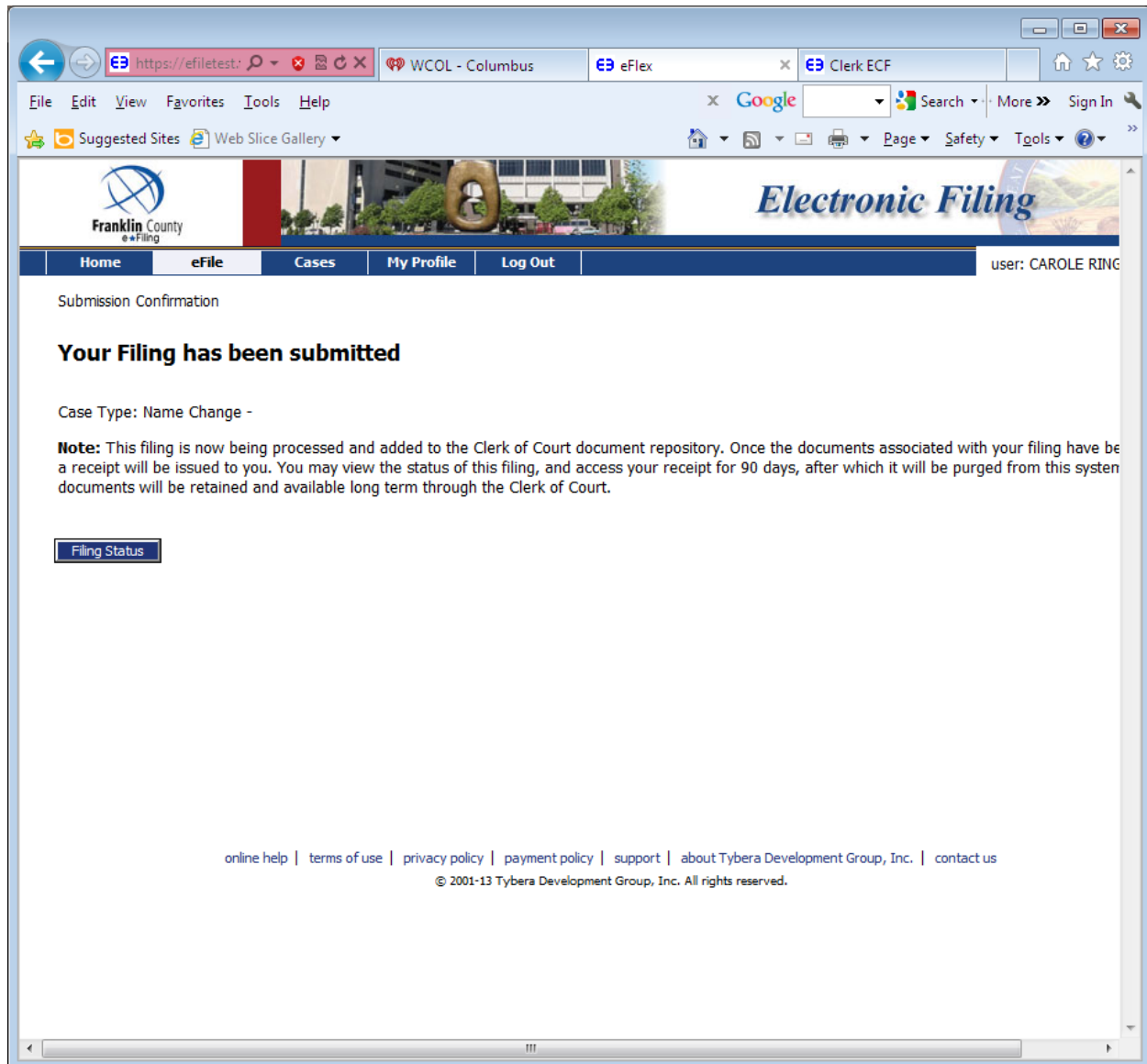
securityMETRICS
PCI Certified

[SSL Certificate](#)

You will be directed to the below page.

Your filing has been submitted to the Court and you will receive an e-mail once the clerk has accepted your filing.

To check on the status of your Name Change Petition choose the blue Filing Status button.



Filing Status

Franklin County eFiling

Electronic Filing

Home eFile Cases My Profile Log Out user: CAROLE RINGMY BEL

Filing Status

My Filings

CAROLE RINGMY BELLE Filings

Report Criteria:

View Filings Between: 03/25/2013 AND [] []

Filing ID: [] Court Case #: [] Client #: [] Status: All

Go

My Filings Between 03/25/2013 and Today

Delete

Filing ID	Client #	Case Title	Court Case #	Date Submitted	Document Type	Status
14275		T,		03-25-2013:02:22:14 PM	Petition to Change Name	Awaiting Approval

Number of Filings: 1 * - Duplicated for resubmission ! - Message from the court/clerk

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Currently your status is at Awaiting Approval, meaning it is waiting on the clerk to go through your petition packet and approve it.

When the clerk accepts your petition, the status will change to Accepted.

The screenshot shows a web browser window with the URL <https://efiletest.f...>. The browser tabs include "WCOL - Columbus", "eFlex", and "Clerk ECF". The website header features the Franklin County eFiling logo and the text "Electronic Filing". The user is logged in as "CAROLE RINGMY BEL".

The main content area displays the "My Filings" section for "CAROLE RINGMY BELLE Filings". Under "Report Criteria:", there are input fields for "View Filings Between:" (03/25/2013), "AND", and "Filing ID:", "Court Case #:", "Client #:", and "Status:" (All). A "Go" button is present.

Below the criteria, it says "My Filings Between 03/25/2013 and Today". There is a "Delete" button and a table of filings.

Filing ID	Client #	Case Title	Court Case #	Date Submitted	Document Type	Status
14275		T,	600731	03-25-2013:02:22:14 PM	Petition to Change Name	Accepted

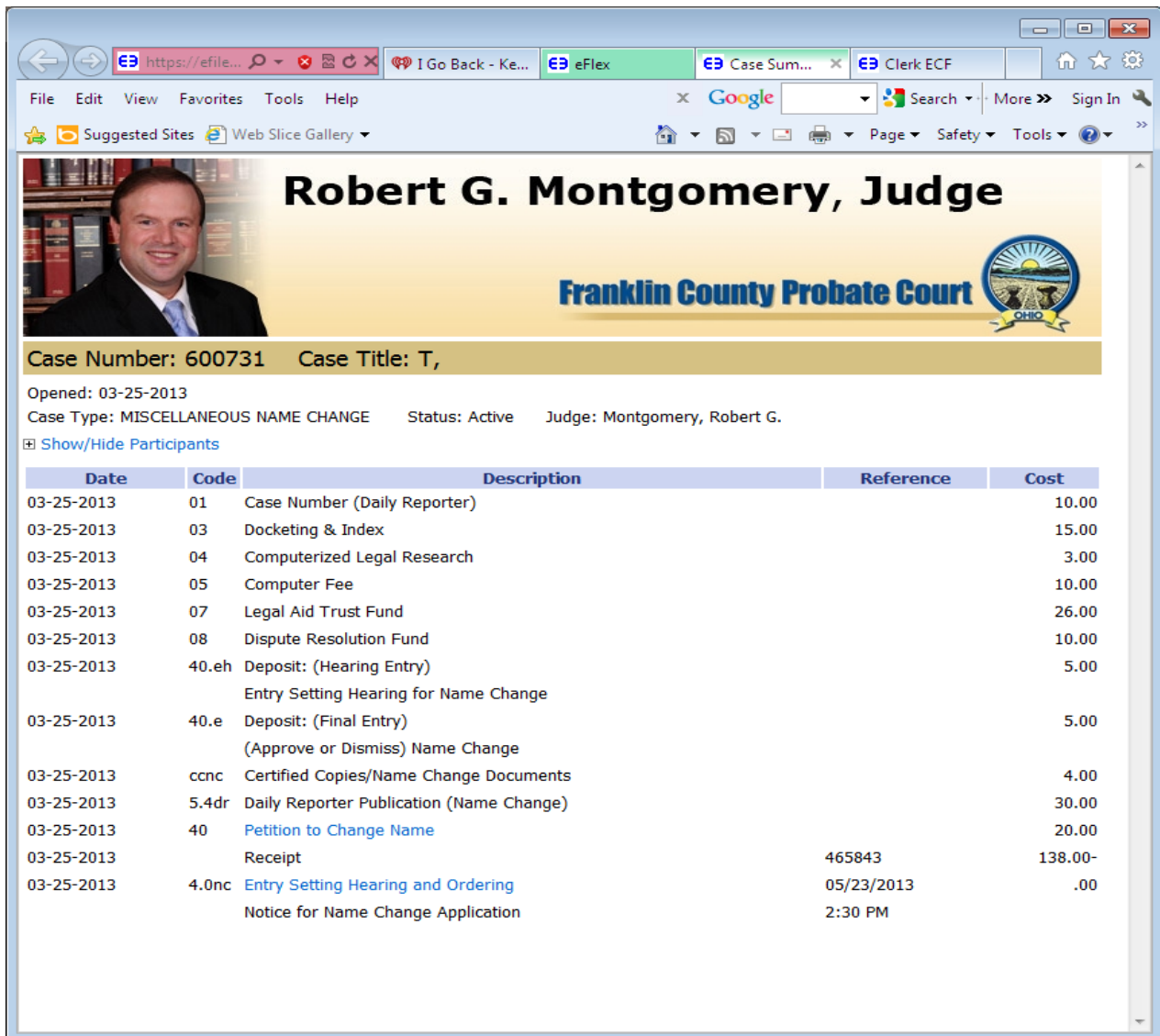
Number of Filings: 1 * - Duplicated for resubmission ! - Message from the court/clerk

At the bottom, there are links for "online help", "terms of use", "privacy policy", "payment policy", "support", "about Tybera Development Group, Inc.", and "contact us". The footer states "© 2001-13 Tybera Development Group, Inc. All rights reserved."

After your Name Change Petition has been filed, the Court will file an Entry Setting Hearing. You are required to check your case history to see what date and time your hearing has been scheduled. Click on the hyperlink of the document titled 'Entry Setting Hearing and Ordering Notice for Name Change Application'. If the hearing date and time is not acceptable you must contact the Court within 2 business days for a new hearing date and time.

To check Case History:

From the Home Page, go into My Recent Cases. The case for your name change should be in the list under Search My Cases. If not, you can enter the case number, make sure the Court is on Probate Court, Court of Common Pleas, and enter your current last name, choose the History button and you will be able to see your petition and the Entry Setting Hearing.



Robert G. Montgomery, Judge
Franklin County Probate Court

Case Number: 600731 Case Title: T,
 Opened: 03-25-2013
 Case Type: MISCELLANEOUS NAME CHANGE Status: Active Judge: Montgomery, Robert G.
[Show/Hide Participants](#)

Date	Code	Description	Reference	Cost
03-25-2013	01	Case Number (Daily Reporter)		10.00
03-25-2013	03	Docketing & Index		15.00
03-25-2013	04	Computerized Legal Research		3.00
03-25-2013	05	Computer Fee		10.00
03-25-2013	07	Legal Aid Trust Fund		26.00
03-25-2013	08	Dispute Resolution Fund		10.00
03-25-2013	40.eh	Deposit: (Hearing Entry) Entry Setting Hearing for Name Change		5.00
03-25-2013	40.e	Deposit: (Final Entry) (Approve or Dismiss) Name Change		5.00
03-25-2013	ccnc	Certified Copies/Name Change Documents		4.00
03-25-2013	5.4dr	Daily Reporter Publication (Name Change)		30.00
03-25-2013	40	Petition to Change Name		20.00
03-25-2013		Receipt	465843	138.00-
03-25-2013	4.0nc	Entry Setting Hearing and Ordering Notice for Name Change Application	05/23/2013 2:30 PM	.00