

**UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF COLORADO
901 19th Street, Room A105
Denver, Colorado 80294-3589**

SINGLE TRANSACTION CREDIT CARD AUTHORIZATION FORM

This form can be used to pay the filing fee for submission of a civil case or miscellaneous matter, payment for miscellaneous services, or payment for a CD copy of a recorded court proceeding. Please check the appropriate box. This form will only be used for one charge and cannot be used for future charges. A new form must be completed for each charge.

Note: This form cannot be used to pay criminal debt owed. To pay criminal debt by credit/debit card proceed to [Pay.gov COD Criminal Debt Form](https://www.pay.gov/COD-Criminal-Debt-Form).

Filing fee for a civil case or miscellaneous matter

Case number or title _____

Email form to: newcases@cod.uscourts.gov

Miscellaneous fee for: Copies ___ case number _____

Records Retrieval ___ case number _____

Other services (specify) _____

Email form to: cod_intake@cod.uscourts.gov

Payment for Audio Recording (CD) order _____

Note – for audio recordings this form must be accompanied by a Completed Audio Recording Order Form (AO 436), located on our website's Forms page under "Fees/Finance."

Email both forms to: cod_intake@cod.uscourts.gov

Please **print** your credit card information:

Full name on card _____

Billing address _____

City _____ State _____ Zip Code _____ Phone _____

Type of card _____ Card # _____

Exp. date _____ CVC Code (3 or 4-digit number on back of the card) _____

I hereby authorize the use of this credit card for a one-time charge for the payment noted above. The information will not be used for any other charges.

Date _____

Approved by _____ (Signature)

_____ (Print Name)