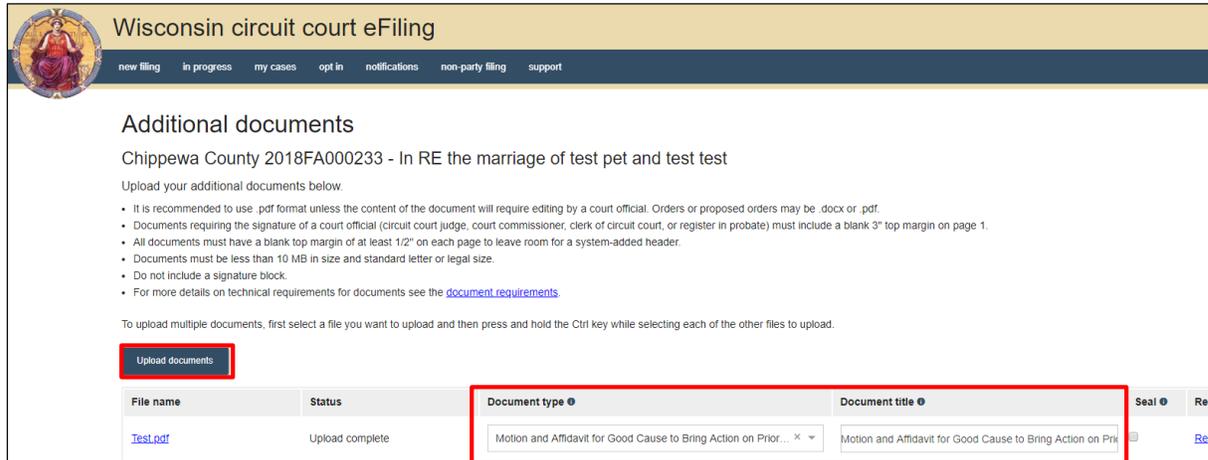


## eFiling on a closed family/paternity case

When filing on a post judgment Family or Paternity case, you will be prompted to answer a multiple-choice question when uploading documents to be eFiled. The answer you select determines the appropriate filing fee (see [Wisconsin Circuit Court fee table](#) for reference).

1. From the **Document type** dropdown, select the correct document type and enter a descriptive title in the **Document title** text entry field. Select the **Continue** button.



Wisconsin circuit court eFiling

new filing in progress my cases opt in notifications non-party filing support

### Additional documents

Chippewa County 2018FA000233 - In RE the marriage of test pet and test test

Upload your additional documents below.

- It is recommended to use .pdf format unless the content of the document will require editing by a court official. Orders or proposed orders may be .docx or .pdf.
- Documents requiring the signature of a court official (circuit court judge, court commissioner, clerk of circuit court, or register in probate) must include a blank 3" top margin on page 1.
- All documents must have a blank top margin of at least 1/2" on each page to leave room for a system-added header.
- Documents must be less than 10 MB in size and standard letter or legal size.
- Do not include a signature block.
- For more details on technical requirements for documents see the [document requirements](#).

To upload multiple documents, first select a file you want to upload and then press and hold the Ctrl key while selecting each of the other files to upload.

**Upload documents**

File name	Status	Document type	Document title	Seal	Re
<a href="#">Test.pdf</a>	Upload complete	Motion and Affidavit for Good Cause to Bring Action on Prior... x	Motion and Affidavit for Good Cause to Bring Action on Pri...		Re

**Note:** An accurate and descriptive title is beneficial for identifying documents. The title entered here displays on the *View documents* list on your *My cases* screen and is visible to the courts.

2. After uploading your document, you are prompted to answer a multiple-choice question with your answer determining the appropriate filing fee (see [Wisconsin Circuit Court fee table](#) for reference).

File name	Status	Document type
<a href="#">test.pdf</a>	Upload complete	Motion and Affidavit for Good Cause to Bring Action on ... x

Please provide additional details by answering the question below. Please read all the options.

Do any of these documents request a revision to a court order in a family case after judgment has been entered?

- Yes, a document initiates a request for a post-judgment change in legal custody or physical placement.
- Yes, a document initiates a request for another type of post-judgment change (for example, changes to support or maintenance).
- Yes, a document initiates a request for grandparent visitation.
- Yes, but both parties have stipulated to this change.
- Yes, but the document is filed under Wis. Statute Ch. 769 regarding interstate child support.
- No, the documents are for contempt or enforcement of a prior order or other matter.
- No, a judgment has not yet been entered.
- No, this is related to a pending post-judgment motion (for example, a proposed order or opposition to a motion).

3. See the table below for a breakdown of filing fees triggered by each selection on the eFiling site:

Option	Filing fee
Yes, a document initiates a request for a post-judgment change in legal custody or physical placement.	\$50.00
Yes, a document initiates a request for another type of post-judgment change (for example, changes to support or maintenance).	\$30.00
Yes, a document initiates a request for grandparent visitation.	\$30.00
Yes, but both parties have stipulated to this change.	\$0.00
Yes, but the document is filed under Wis. Statute Ch. 769 regarding interstate child support.	\$0.00
No, the documents are for contempt or enforcement of a prior order or other matter.	\$0.00
No, a judgment has not yet been entered.	\$0.00
No, this is related to a pending post-judgment motion (for example, a proposed order or opposition to a motion).	\$0.00

**Note:** For questions on which answer to select, please contact the clerk of courts office in the county of the filing.

4. On the **Ready to file** page, select the checkbox next to filing(s) you wish to **submit**, or select the checkbox next to a county name to submit all filings in that county. Then, select the **File** or **File and Pay** button.

The screenshot shows the 'Ready to file' page on the Wisconsin circuit court eFiling website. The page header includes the Wisconsin circuit court eFiling logo and navigation links: new filing, in progress, my cases, opt in, notifications, non-party filing, support, and a 'ready to file' button. The main content area is titled 'Ready to file' and contains a list of filings. The first item is 'Chippewa County' with a checked checkbox. Below it is a filing titled 'Documents for 2018FA000233 (40101)' with a checked checkbox. The filing description is 'In RE the marriage of test pet and test test'. The filing has a fee of \$50.00. Below the filing description are links for 'Motion and Affidavit for Good Cause to Bring Action on Prior Judgment - Motion and Affidavit for Good Cause to Bring Action on Prior', 'Edit', and 'Delete'. The subtotal is \$50.00. The total fee is \$50.00. There are links for 'Learn about payment options' and 'Filings in need of payment'. A note states: 'US Bank will charge \$1.37 to process MasterCard or Visa payments (2.75%) or \$1.95 to process electronic check payments.' A 'File and Pay' button is located at the bottom left.

After you submit your filing, it is transmitted to the circuit court and processed when both the filing and payment (if fees were assessed) are received. You receive an email confirmation and the file-stamped document(s) are then visible on the **My cases** page of the eFiling website. From here, you can print the document(s) for service to paper notice parties on the case.

**Note:** Submitted documents that have not yet been processed display in *Submitted* status on the *My cases* page. They are not visible to other parties until they are processed.