



On-Line Criminal Debt Payments Through Pay.gov

Summary:

Debtors may make payments towards their criminal debt on-line using Pay.gov. Pay.gov is a secure Government website that allows you to submit payments for your federal debt(s) electronically. Pay.gov is managed by the Department of Treasury, Financial Management Services

Contact:

Financial Department (605)977-8955

Procedure:

1. Login to Pay.gov using your ID.me or LOGIN.GOV account. If you do not have an ID.me or LOGIN.GOV account, refer to refer to the *Pay.gov Self Enrollment* procedure.
2. After logging in, locate the search field on the upper right side of the screen in the navigation bar. Type **South Dakota** in the search box and click *Seach*.
3. Your search results screen should bring you to the South Dakota Criminal Debt Form link. To access the form, click on the blue hyperlinked form name.

A screenshot of a search results box for the "South Dakota Criminal Debt Form". The title "South Dakota Criminal Debt Form" is in bold blue text. Below it, a mouse cursor points to the title. The "Description" reads: "Use this form to make criminal debt payments for the District of South Dakota cases." The "Form Number" is "SD Criminal Debt Payment". The "Agency" is "United States District Court Criminal Debt". At the bottom is a blue button with the text "Continue".

South Dakota Criminal Debt Form

Description: Use this form to make criminal debt payments for the District of South Dakota cases.

Form Number: SD Criminal Debt Payment

Agency: [United States District Court Criminal Debt](#)

[Continue](#)

4. Complete the Criminal Debt Payment form. All fields must be completed. To locate your case number, refer to your Debtor Statement or Payment Coupon. If you are unable to locate your court number, please contact the Clerk's Office of the U.S. District Court at (605-977-8955) for further assistance.



**United States District Court
District of South Dakota
Criminal Debt Payment Form**

Use this form to make Criminal Debt Payments

* Required Field

Case and Defendant Information

Defendant Type *

Individual
 Business

Defendant First Name * Middle Initial Last Name * Generation

Jane [] Swenson [] []

Court Case and Defendant Number

Court Number * Case Year * Case Number * Defendant Number *

9 [] : 99 [] CR0 99999 [] 999 []

Enter case number as it appears on your payment coupon. (See example below)

Account Number	
Name	
Court Number	X:XXCROXXXX-XXX
Payment Due Date	
Total Amount Due	
Amount Enclosed	

Payer Information

Payer *

Self Pay
 Third-Party Payer

First Name * Last Name *

Jane [] Swenson []

Address 1 *

1234 S Main St []

Address 2 []

City * State * Zip Code *

Sioux Falls [] South Dakota [] 57104 []

Telephone * Extension Type *

(605) 123-4567 [] [] Home []

Email Address *

janedoe@yahoo.com []

Amount of this Payment *

[]

If you require assistance completing this form, please contact the Financial Services Department of the District of South Dakota Clerk of Court Office by calling 605-977-8955.

Criminal Debt Payments made via Pay.gov may only be accepted from individuals who are not prohibited by the terms of their judgment to make payment in this manner.

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5. Enter the payment amount at the bottom of the form.
6. After completing the form, click *Continue* to be directed to the payment information page. As an enrolled Pay.gov user, your payment accounts (savings, checking or debit card) will automatically populate. If you have not created a Pay.gov account or have not saved your account information to your profile, you may manually enter this information.
7. Users may choose to pay using one of three options, via a bank account (ACH), via plastic card (debit or prepaid card) or via Paypay. Select your payment method and enter your account information.
8. If paying by ACH, you may select your payment date, and whether you are making a one-time or recurring (multiple) payments. Payment by debit card or Paypay only allows a user to make a single payment which will post the next business day.
9. When payment information has been entered, click *Continue with ... Payment*. On the Authorize Payment screen, enter your email address to have a confirmation receipt sent to you.
10. Mark the check box authorizing the payment and click *Submit Payment*.
11. After payment has been submitted, a *Confirm Payment* screen appears with your Pay.gov Tracking ID. This ID is your receipt number confirming payment.

If you have made an error in submitting your payment, please contact the Clerk's Office of the U.S. District Court at (605)977-8955.