The New USPTO Payment Page

April 2016

In April 2016, the USPTO released Financial Manager, its new online fee payment management tool. Financial Manager allows USPTO customers to store and manage payment methods online and generate custom transaction reports at any time. Throughout spring/summer 2016, the USPTO will be connecting online storefronts, like EFS-Web and TEAS, to Financial Manager, enabling customers to rapidly check out using a payment method stored in Financial Manager.

How will the new payment page impact me?

When an existing USPTO storefront connects to Financial Manager, the process for placing an order in the storefront generally does not change. After entering your order information, you'll be able to sign in to your uspto.gov account or pay as a guest.

Sign in for Payment

If you are already a USPTO Financial Manager user, you can sign in using your uspto.gov username and password below to pay with your stored payment methods. If you're not a Financial Manager user, you can still checkout as a guest by clicking the Pay as a guest button below.

Sign in

Email address or username *

Password *

Sign in

Pay as a guest

Continue the payment process as a guest.

Pay as a guest   Cancel

When you **sign in to your uspto.gov account**, you'll be able to use any stored payment method you have Fee Payer permission for to check out. This eliminates the need for you to manually enter payment method information. If you do not have uspto.gov account yet, select **pay as a guest** to ensure you do not lose your order.
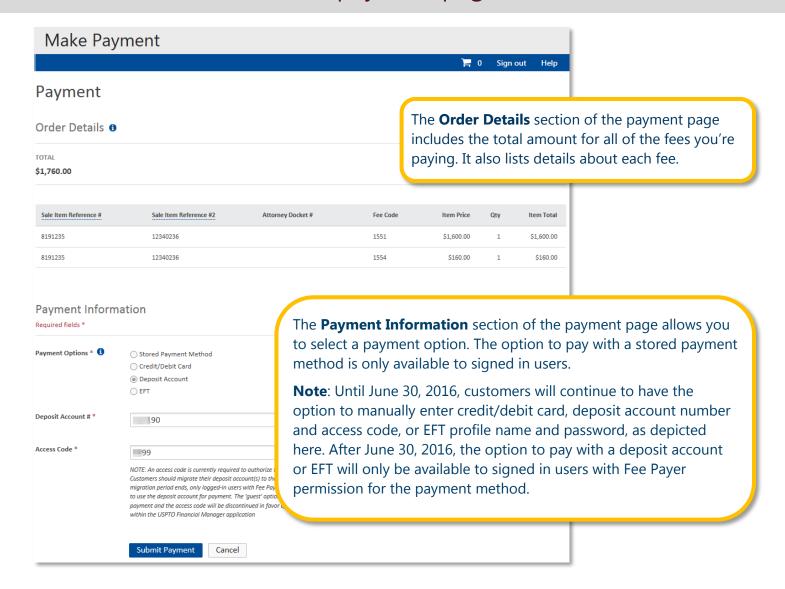
When you **pay as a guest**, you'll be asked to manually enter your payment method information. Users that pay as a guest using a payment method stored in Financial Manager will see the transaction in Financial Manager reports, but the "customer name" field will not be populated.

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What will I see on the new payment page?

Make Payment

🛒 0   Sign out   Help

Payment

Order Details ⓘ

TOTAL
$1,760.00

> The **Order Details** section of the payment page includes the total amount for all of the fees you're paying. It also lists details about each fee.

Sale Item Reference #	Sale Item Reference #2	Attorney Docket #	Fee Code	Item Price	Qty	Item Total
8191235	12340236		1551	$1,600.00	1	$1,600.00
8191235	12340236		1554	$160.00	1	$160.00

Payment Information

Required fields *

Payment Options * ⓘ
- ○ Stored Payment Method
- ○ Credit/Debit Card
- ● Deposit Account
- ○ EFT

Deposit Account # *   [ ]90

Access Code *   [ ]99

NOTE: An access code is currently required to authorize [...]
Customers should migrate their deposit account(s) to the [...]
migration period ends, only logged-in users with Fee Pay[...]
to use the deposit account for payment. The 'guest' optio[...]
payment and the access code will be discontinued in favor [...]
within the USPTO Financial Manager application

> The **Payment Information** section of the payment page allows you to select a payment option. The option to pay with a stored payment method is only available to signed in users.
>
> **Note**: Until June 30, 2016, customers will continue to have the option to manually enter credit/debit card, deposit account number and access code, or EFT profile name and password, as depicted here. After June 30, 2016, the option to pay with a deposit account or EFT will only be available to signed in users with Fee Payer permission for the payment method.

Submit Payment   Cancel

Do I need to create a uspto.gov account?

To access Financial Manager and check out using a stored payment method, each user will need to create a uspto.gov account. Your **uspto.gov account** will one day be your primary means of accessing USPTO services and applications online. It is currently used to sign in to Financial Manager, the Patent Maintenance Fees Storefront, and the new USPTO payment page.

You are not required to set up a uspto.gov account to pay fees at the USPTO. After June 30, 2016, customers will still be able to pay as a guest using a credit/debit card.
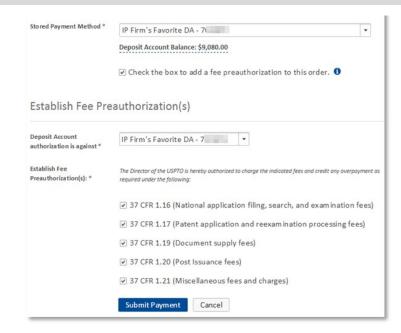
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Setting up general authorizations for EFS-Web payments

A general authorization, also known as a fee preauthorization, is a blanket approval that customers may give the USPTO to charge a deposit account for specific fee deficiencies or underpayments.

On the new USPTO payment page, signed in customers with Fee Payer permission for a deposit account will have the option to add a fee preauthorization when submitting a fee payment in EFS-Web, as depicted here.

Additional options currently available for setting up fee preauthorization for EFS-Web fee payments include:

- Making a follow-on submission via EFS-Web as a Registered eFiler
- Faxing a request to the USPTO Central Facsimile at 571-273-8300
- Mailing a request via USPS first class mail with a certificate of mailing in accordance with 37 CFR 1.8, or via USPS Priority Mail Express® in accordance with 37 CFR 1.10

The process for setting up a fee preauthorization in other storefronts will not be impacted by this update.

Additional information about our new fee payment tools

To learn more about our new fee payment tools, please visit the **Fee Payment Transition Resources** webpage. There, you can view and download helpful guides that will help you get started. You may also visit the **Financial Manager Information** page, where we will post updated information, including answers to your frequently asked questions.

For assistance using the USPTO's new payment page, please contact the USPTO help desk at 1-800-786-9199 and select option 3, then option 4. You may also send an email to FeesHelp@uspto.gov.