

IMPORTANT

REPORTING TAX PAYMENTS VIA CLIENT WEB LINK (CWL)

STARK RECEIVES NO COMMISSION

1

Log on to our Client Web Link
<https://home.hestark.com/bld/bld/>

If you do not currently have login information for our Client Web Link please contact our IT department: it@hestark.com or 608-274-7764.

STARK AGENCY
The fine art of successful collections.

Login ID: test

Password: ●●●●●●●● Login

Problems logging in?
Please contact Brian or Cody in our **IT Department** for help.

2

Search for the debtor you wish to make a payment on

Tip: If you are searching by name you must have the search format as "last, first name"

Search

Enter name in
"Last Name, First Name" format

Enter Name: Account Number:

Date Listed: TO

Creditor Code/Group: ALL_CRED

3

Select the account from the search results

Tip: Search results popup in a new window. Click on the hyperlinked name to bring up that debtor.

Search Results - Mozilla Firefox
https://home.hestark.com/bld/bld

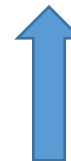
Accounts Found = 28

Name	Account Number	Activity Date	Balance	Pd	CredCode
ACCOUNT TEST	XX	01/01/1989	\$0.00	rtn	CLT TEST
ACCOUNT TEST	2001/03/03 2003AB1234	11/10/2001	\$0.00	yes	CLT TEST
Account, Test	B633004	01/01/2004	\$616.90	no	CLT TEST

4

Click the **Direct Pay** button

		<input type="button" value="Direct Pay"/>	
Account #:	B633004	Principal due:	\$500.00
AgencyAcct #:	B633004	Interest:	\$110.23
Name:	Account, Test	Total Court Cost:	\$6.25
Status:		Total Due:	\$616.48
Listed:	07/17/2009	\$500.00	
Last Pay:	\$0.00	Activity Date:	01/01/2004
Return:	\$0.00	Rate:	0.000%
Comment:			



5

In the **Direct Pay** window under the payment type **TRIP DIRECT** post your payment.

Four options are available:

1. TRIP DIRECT Pay \$XXX.XX

This preset option pays off the entire account balance. (Principal + Interest & Other Fees)

2. TRIP DIRECT Pay \$XXX.XX (Settle Rest)

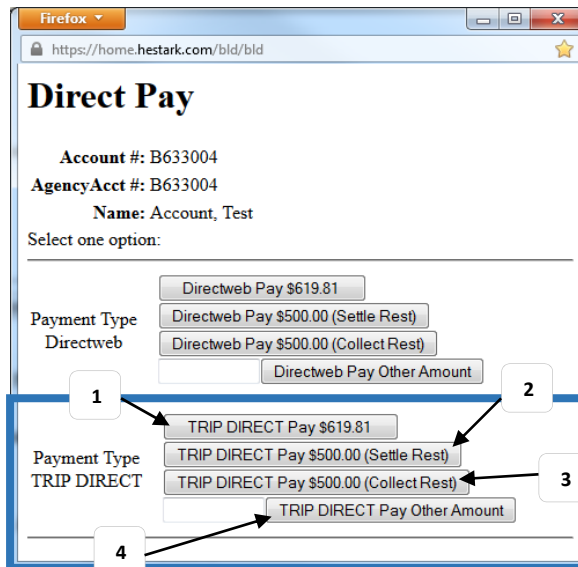
This preset option pays off the entire principal amount and settles the remaining account balance.

3. TRIP DIRECT Pay \$XXX.XX (Collect Rest)

This preset option pays off the entire principal amount and leaves the rest of the account balance (interest & other fees) for us to collect.

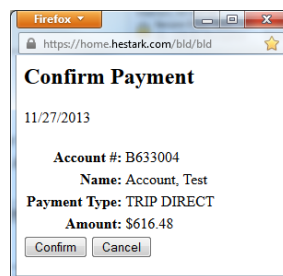
4. TRIP DIRECT Pay Other Amount

If you have a payment amount that does not match the other options you can enter the amount of the payment.



6

Confirm payment by clicking the **confirm** button



7

You will get a confirmation page after you click confirm

THERE IS NO NEED TO SEND US A MESSAGE.