

Multi-State Feature

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Overview

- Review Multi-state set-up [1-S-4-W]
 - Legal Tab
 - Judgment Tab
- Review effective state logic
- Review [2-S-2] Cost Disbursement
 - How to add additional state
- Review [2-S-6] Filing Fee and Special Rate structure
- Live examples in Collection-Master

Multi-state setup [1-S-4-W]

- Different collection order "buckets" (refer to [\[1-S-4-3\] Collection Order](#) for more detail) are applied when a financial action is posted.
- You can create ranges for how stat fees should be calculated on a claim as well as when stat fees should be calculated in the first place.
- The program supports separating buckets in [1-S-4-W] to allow more flexibility when charging interest. Interest calculations include PRINCIPAL, CONTRACT FEE, RECOVERABLE COSTS, FIRM COSTS, STAT FEES/LEGAL FEES and OTHER.
- This method of calculating interest allows for pre suit, post suit, and post judgment interest. With this interest behavior, OTHER will become Judgment Principal if OTHER is included in the suit amount.
- This is important if OTHER is non-interest bearing.

Interest Setup [1-S-4-W] Legal Information

Select State: **Unregistered State**

Interest Setup

Category	Description	Bucket	Before Suit	Post Suit	Post Judgment	OR Rate
1100	Principal	P	N	Y	Y	0.0000
3100	Contract Attorney Fees	O	N	N	Y	0.0000
4100	Recoverable Costs	C	N	N	Y	0.0000
5100	Firm Costs/Charges	F	N	N	N	0.0000
6100	Statutory Attorney Fees	S/L	N	N	Y	0.0000
9100	Other	V	Y	Y	Y	0.0000

Default Interest Rates

Type	Rate	Max %
Pre-Judgment	15.00	99.99
Post-Judgment	20.00	99.99

[Enter] OK

[Esc] Cancel

Interest Setup Procedure

Select

Select menu path [1-S-4-W] to open the Interest Setup tab.

Select

Select your desired state for the interest setup.

Enter

Enter a Y for each scenario that you want to charge interest.

Enter

Enter an N for each scenario that you don't want to charge interest on.

Set

Set your default interest rates for pre and post judgment.

Interest Setup [1-S-4-W] **Legal Information**

Select State: **Unregistered State**

Default Statutory Attorney Rates

From	To	Percent	+
0.00	0.00	0.0000	0.00
0.00	0.00	0.0000	0.00
0.00	0.00	0.0000	0.00
0.00	0.00	0.0000	0.00
0.00	0.00	0.0000	0.00
0.00	0.00	0.0000	0.00
0.00	0.00	0.0000	0.00
0.00	0.00	0.0000	0.00

Judgment Settings

Category	Action
Stat Fee Calculation:	No (Calculate at Suit Only)
Add Contract Fee to Balance:	Yes
Calculate Int at Judgment:	No (Do not Recalculate Int at Judgment)

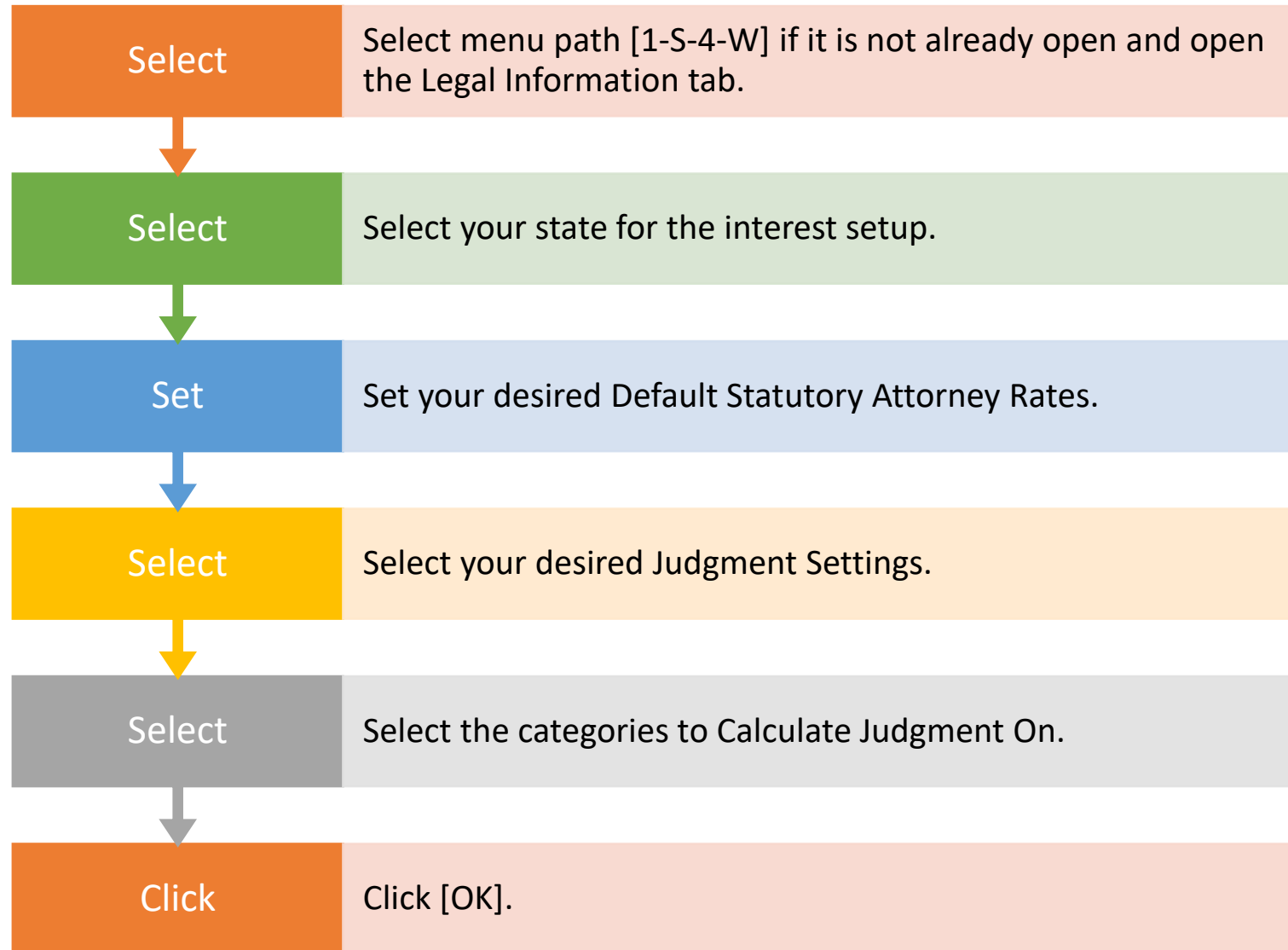
Calculate Judgment On

- | Category |
|--|
| <input checked="" type="checkbox"/> Suit Amount |
| <input checked="" type="checkbox"/> Contract Atty Fees |
| <input checked="" type="checkbox"/> Stat Fees |
| <input checked="" type="checkbox"/> Pre Judgment Int |
| <input type="checkbox"/> Costs |

[Enter] OK

[Esc] Cancel

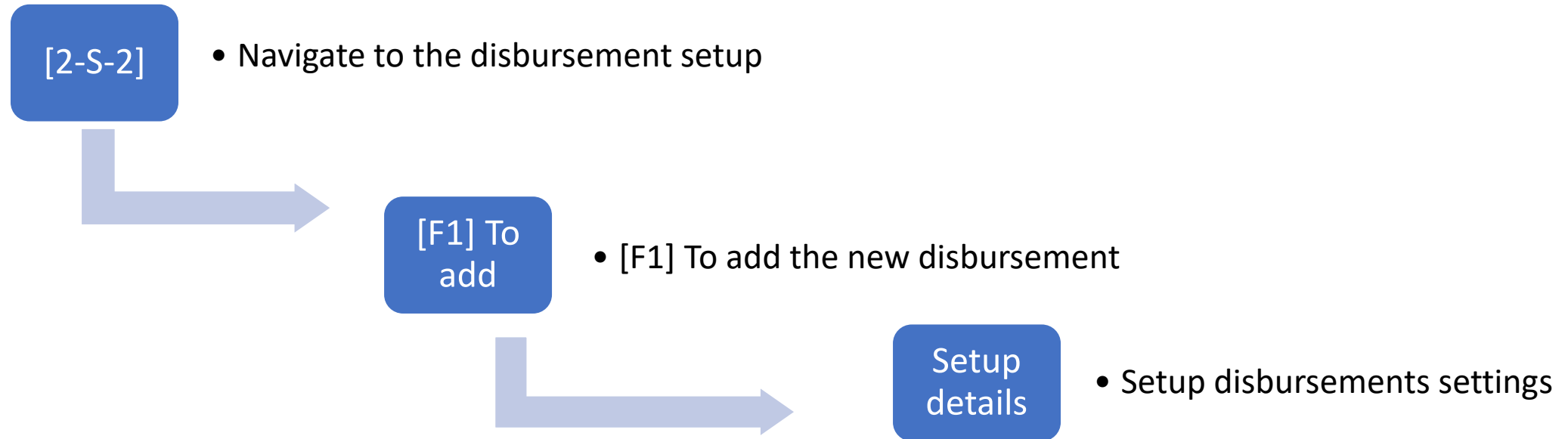
[1-S-4-W] Legal Information



Effective State

- Collection-Master will determine the effective state calculation priority in the following order.
 1. Venue
 2. Claim State
 3. Debtor State

Disbursement Setup [2-S-2]



Disbursement setup

Garnishment - Garnishment [2-S-2]

State: **Default**

Message for Check: **Garnishment**

Amount of Check: **Varies Every Time**

Conditions to Proceed: **No Conditions Necessary**

Dup. Check Verification: **Do Not Warn for Duplicate Checks**

Values that Change: **No Values will be Recalculated**

Charge for Transaction: **Charge Debtor and Client**

Issue Check to: **File's Clerk/Court**

Additional Charges

Add Amt to Charge Client:	0.00	Amount per Defendant:	0.00
Mileage Multiplier:	0.00	Amount per Page:	0.00
Surcharge Percentage:	0.0000		

Automatic Diary and Status Update

Diary Code:	0
Status Code:	
Chain to Cost:	0

[Enter] OK [Esc] Exit

Disbursement Setup

- Change of State

504. Garnishment - Garnishment [2-S-2]

State: **NJ**

Message for Check: **Garnishment**

Amount of Check: **Same Amount Each Time** Amount: **100.00**

Conditions to Proceed: **No Conditions Necessary**

Dup. Check Verification: **Do Not Warn for Duplicate Checks**

Values that Change: **No Values will be Recalculated**

Charge for Transaction: **Pending Costs**

Issue Check to: **File's Sheriff/Process Server**

Additional Charges

Add Amt to Charge Client:	<input type="text" value="0.00"/>	Amount per Defendant:	<input type="text" value="0.00"/>
Mileage Multiplier:	<input type="text" value="0.00"/>	Amount per Page:	<input type="text" value="0.00"/>
Surcharge Percentage:	<input type="text" value="0.0000"/>		

Automatic Diary and Status Update

Diary Code:	<input type="text" value="0"/>
Status Code:	<input type="text"/>
Chain to Cost:	<input type="text" value="0"/>

[Enter] OK [Esc] Exit

Filing Fees [2-S-6]

- When filing suit, in many states the courts may charge a different fee depending on the claim amount.
- This fee structure varies from state to state.
- The program provides a default structure that will probably work for your desired state, but if it does not, change it using this program. Returning to the Dashboard after you set up your values in [2-S-6] will enable those changes.

Filing Fee setup [2-S-6]

Navigate [2-S-6]



[F1] Configure New State



Select copy values from Default or Start a new blank entry .

Filing Fee setup [2-S-6]


State: **MI**

Court Filing Fees	
From	To
0.00	1000.00
1000.01	3000.00
3000.01	5000.00
5000.01	7000.00
7000.01	9000.00
9000.01	999999.99
0.00	0.00
0.00	0.00
0.00	0.00
0.00	0.00

[F1] Configure New State [Enter] Save [Esc] Exit





Things to keep in mind

- If you opt to not copy the values over, a blank grid will appear with all tiered values set to \$0.00.
 - Ensure that there are no gaps in the amounts, as users cannot file for an amount not listed on this table.
- 

Special Rates

- Provide special rates for each state.
- *Special Rates Setup* tab are purely labels that will appear in either the Clerk File Special Rate or Sheriff Special Rate screens.
- When setting the label values for registered multi-states, these special rates labels can be set based on state so you can use these variables more effectively between various states.

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[Filing Fee Setup](#) |
 [Special Rates Setup](#) |
 [Post-Judgment Cost Setup](#) |
 [Wage Garnishment Cost Setup](#) |
 [Bank Garnishment Cost Setup](#)

State: **MI**

Court Special Rates:

Mileage:	Filing Fees:	Subpoena:	Replevin:
Special Rate #5	Special Rate #6	Special Rate #7	Special Rate #8
Special Rate #9	Special Rate:10	Special Rate:11	Special Rate:12
Special Rate #13	Special Rate #14	Special Rate #15	Special Rate #16
Special Rate #17	Special Rate #18	Special Rate #19	Special Rate #20
Special Rate #21	Special Rate #22	Special Rate #23	Special FEE

Sheriff Rates:

SERVICE #1	MILEAGE #2	Special Rate #3	Special Rate #4
Special Rate #5	Special Rate #6	Special Rate #7	Special Rate #8
Special Rate #9	TOTAL SPENT #		

Court Number:2

Clerk's Name

Street

Mailing Address

City, State Zip

Mileage:	<input type="text" value="20.32"/>	<input type="text" value="50.21"/>
Filing Fees:	<input type="text" value="79.56"/>	<input type="text" value="1000.00"/>
Subpoena:	<input type="text" value="60.00"/>	<input type="text" value="150.00"/>
Replevin:	<input type="text"/>	<input type="text"/>

Our Sheriff #:3

Sheriff's Name

Street Address

City, State Zip

SERVICE #1	<input type="text" value="15.00"/>	<input type="text" value="175.00"/>
MILEAGE #2	<input type="text"/>	<input type="text"/>

Post Judgement setup

- This tab provides a check amount option to be determined by [master.jmt amt](#). In this tab you set up the judgment amount ranges. These will be universal for all courts in that state. The state of the party listed in ["Issue Check To" option in \[2-S-2\]](#) will determine which state range is used.
- The check amount for each judgment range is set in [1-2-4-1] Post-Judgment Costs screen 4.
- This works with AutoPost if the check_amt is set to 0, it will pull based on judgment special rate if set for the specified [ret code in \[2-S-2\]](#).



Questions...