



## ARKANSAS JUDICIARY

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### eFile Instructions

#### Electronic filers must complete all three steps below to begin electronic filing.

1. Attend online training. Register at <http://www.tybera.com/support/arkansas-support/> <sup>[1]</sup>.
2. Mail a one-time account registration fee of \$100, payable to the **Bar of Arkansas** to the following address:  
  
Electronic Filing Registration  
Administrative Office of the Courts  
625 Marshall Street  
Justice Building, Suite 1100  
Little Rock, AR 72201
  - o If you are requesting an attorney or *pro hac vice* account, your name, bar number, and e-mail address must accompany the payment.
  - o If you are a *pro hac vice* attorney, you must also provide a letter of good standing from your local bar.
  - o If you are requesting a Pro Se account, AFFIDAVIT IN SUPPORT OF PRO SE REQUEST FOR ELECTRONIC FILING ACCOUNT [available at this link](#) <sup>[2]</sup> must accompany your payment.
3. Request an account online at and **Accept?** the Electronic Filing Account Request User Agreement at <https://efile.aoc.arkansas.gov> <sup>[3]</sup>.

Payment for electronically filed documents with associated fees may be made by eCheck, Visa, MasterCard, Discover or INA Account (visit <https://www.ark.org/subscribe/index.php> <sup>[4]</sup>)

Attachment	Size
 <a href="#">eFiling Instructions</a> <sup>[5]</sup>	143.71 KB

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**Source URL:** <https://courts.arkansas.gov/administration/acap/efile/efile-instructions>

#### Links:

- [1] <http://www.tybera.com/support/arkansas-support/>  
[2] <https://efile.aoc.arkansas.gov/eflexResources/Affidavit%20for%20Pro%20Se%20Filer.pdf>  
[3] <https://efile.aoc.arkansas.gov/>

[4] <https://www.ark.org/subscribe/index.php>

[5] <https://courts.arkansas.gov/sites/default/files/tree/eFiling%20Flyer%202016.pdf>