



THE WEST VIRGINIA STATE BAR

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To: IOLTA Participating Financial Institutions

From: The West Virginia State Bar

Date: November 2017

As previously reported, the new IOLTA database is fully operational on our membership portal. Attorneys are now reporting their IOLTA accounts in the new system.

Effective December 1st, all banks will be required to submit IOLTA remittance files directly into the database. No other forms of remittance submissions will be accepted. No exceptions will be granted. Instructions for using the new system will be emailed to all participating financial institutions before the end of November.

Please feel free to contact our IOLTA administrator, Tyler Shoub, at shoubt@wvbar.org or 304-553-7239 or our IT Director Mike Mellace at mellacem@wvbar.org or 304-553-7223 with any questions about the database. Please continue to contact the Bar's Director, Anita Casey, at caseya@wvbar.org or 304-553-7228, with any legal questions regarding the IOLTA program.

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