



LAWYERS TRUST FUND OF ILLINOIS



Banks electronically submitting their IOLTA Reports must provide information currently required by the Illinois Supreme Court. Your Excel Spreadsheet must include the information listed below. ALL dollar values must include decimal point and cents, excluding commas. Additionally, NO Column Titles, Headers, Footers or Formulas (hidden or otherwise) are to be used.

Spreadsheet must adhere to the specifications listed below.

- Column 1: Eight digit bank routing number (0000-0000)
- Column 2: Account Number (12345678910)
- Column 3: Account Name (Law Offices of John D. Smith)
- Column 4: Account Status (N = New; C = Closed)
- Column 5: Interest Beginning Date (MM/DD/YYYY)
- Column 6: Interest Ending Date (MM/DD/YYYY)
- Column 7: Interest Rate (1.575% = 1.575)
- Column 8: Interest Earned (000000.00)
- Column 9: Service Charge (000000.00)
- Column 10: Leave Blank
- Column 11: Total Remittance (000000.00)
- Column 12: Account Balance (000000.00)

E-mail this information to IOLTAREPORT@lhf.org.

If you have any questions or require additional information, please contact Terri Smith, Director of Banking at tsmith@ltf.org or call (312) 938-3001.

(Click to see [Sample Report](#))

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