



# THE WEST VIRGINIA STATE BAR

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To: IOLTA Participating Financial Institutions

From: The West Virginia State Bar

Date: September 2017

As of June 9, 2017, the new IOLTA database has been implemented on our membership portal. Attorney members will now be reporting their IOLTA accounts within the new system in an effort to centralize and improve our IOTLA tracking. September 1<sup>st</sup> marked the beginning of this year's reporting period and all State Bar members with IOLTA accounts have reported those accounts within the new system.

Starting next month, all IOLTA Participating Financial Institutions will be required to submit their remittance files to the State Bar database. We are currently working on step by step instructions to issue to financial institutions to aid in the transition. We will be contacting each institution with these instructions in the near future.

Please feel free to contact our IOLTA administrator, Tyler Shoub, at [shoubt@wvbar.org](mailto:shoubt@wvbar.org) or 304-553-7239 or our IT Director Mike Mellace at [mellacem@wvbar.org](mailto: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](mailto:caseya@wvbar.org) or 304-553-7228, with any legal questions regarding the IOLTA program.