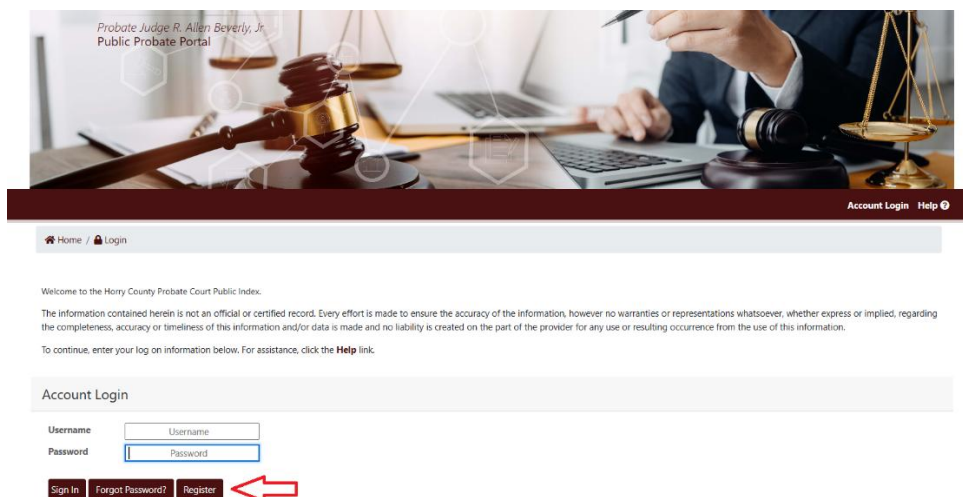


HORRY COUNTY PROBATE COURT RECORDS PORTAL

To Create an Account to Access the Probate Court Records Portal:

1. In your web browser, go to <https://scportal.hostedbyspartan.com/HorryACMSPortal/>.
2. Click “Register.”



Probate Judge R. Allen Beverly, Jr.
Public Probate Portal

Account Login Help

Home / Login

Welcome to the Horry County Probate Court Public Index.

The information contained herein is not an official or certified record. Every effort is made to ensure the accuracy of the information, however no warranties or representations whatsoever, whether express or implied, regarding the completeness, accuracy or timeliness of this information and/or data is made and no liability is created on the part of the provider for any use or resulting occurrence from the use of this information.

To continue, enter your log on information below. For assistance, click the [Help](#) link.

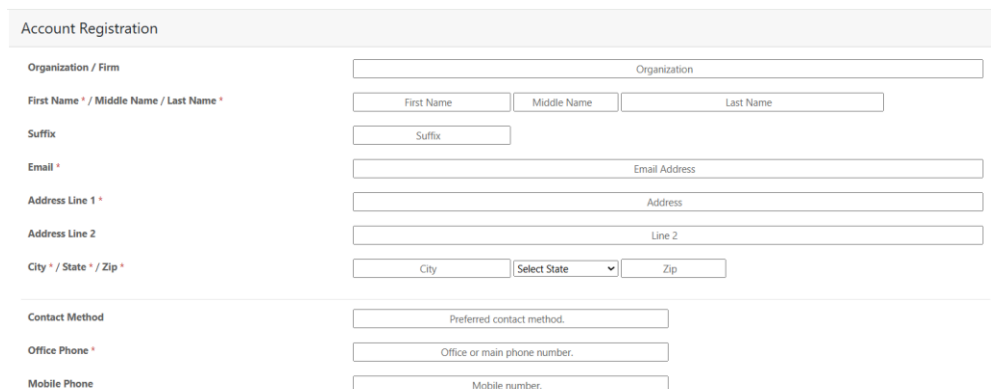
Account Login

Username

Password

Sign In Forgot Password? Register

3. Complete all required fields for Account Registration.



Account Registration

Organization / Firm

Organization

First Name * / Middle Name / Last Name *

First Name Middle Name Last Name

Suffix

Suffix

Email *

Email Address

Address Line 1 *

Address

Address Line 2

Line 2

City * / State * / Zip *

City Select State Zip

Contact Method

Preferred contact method.

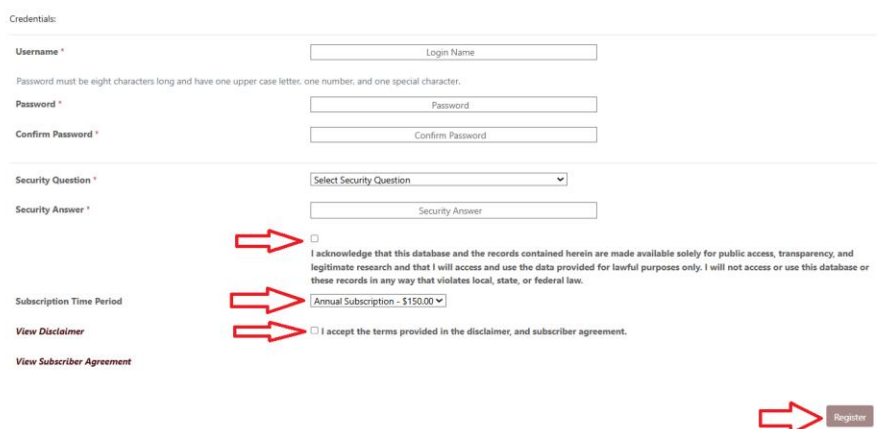
Office Phone *

Office or main phone number.

Mobile Phone

Mobile number.

4. Create Username and Password and complete all required fields. Check the boxes to acknowledge the disclaimer and subscription agreement. Choose “Annual” or “Monthly” Subscription. Then, click “Register”.



Credentials:

Username *

Login Name

Password must be eight characters long and have one upper case letter, one number, and one special character.

Password *

Password

Confirm Password *

Confirm Password

Security Question *

Select Security Question

Security Answer *

Security Answer

☐ I acknowledge that this database and the records contained herein are made available solely for public access, transparency, and legitimate research and that I will access and use the data provided for lawful purposes only. I will not access or use this database or these records in any way that violates local, state, or federal law.

Subscription Time Period

Annual Subscription - \$150.00

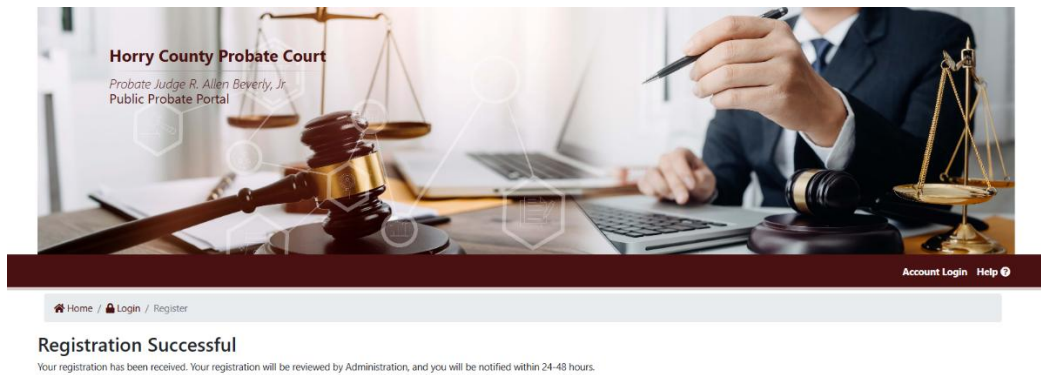
View Disclaimer

☐ I accept the terms provided in the disclaimer, and subscriber agreement.

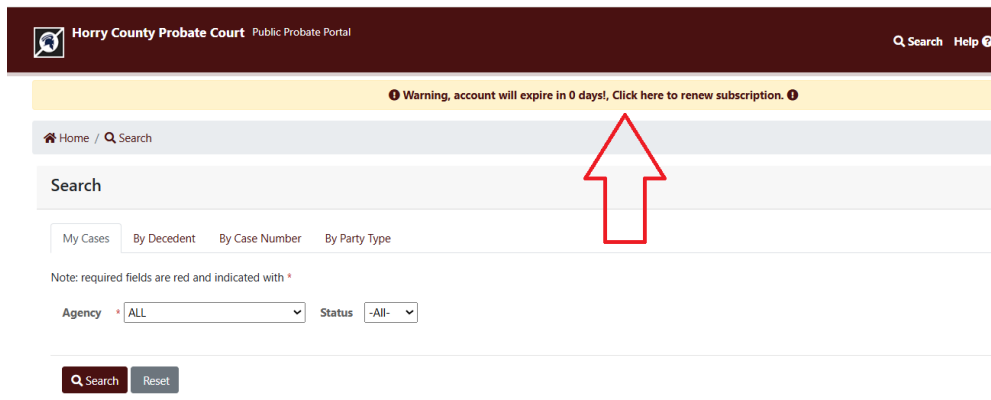
View Subscriber Agreement

Register

5. You will receive a “Registration Successful” message. The Probate Court will then review your subscription application. If all information is approved, your account will be enabled within two business days.



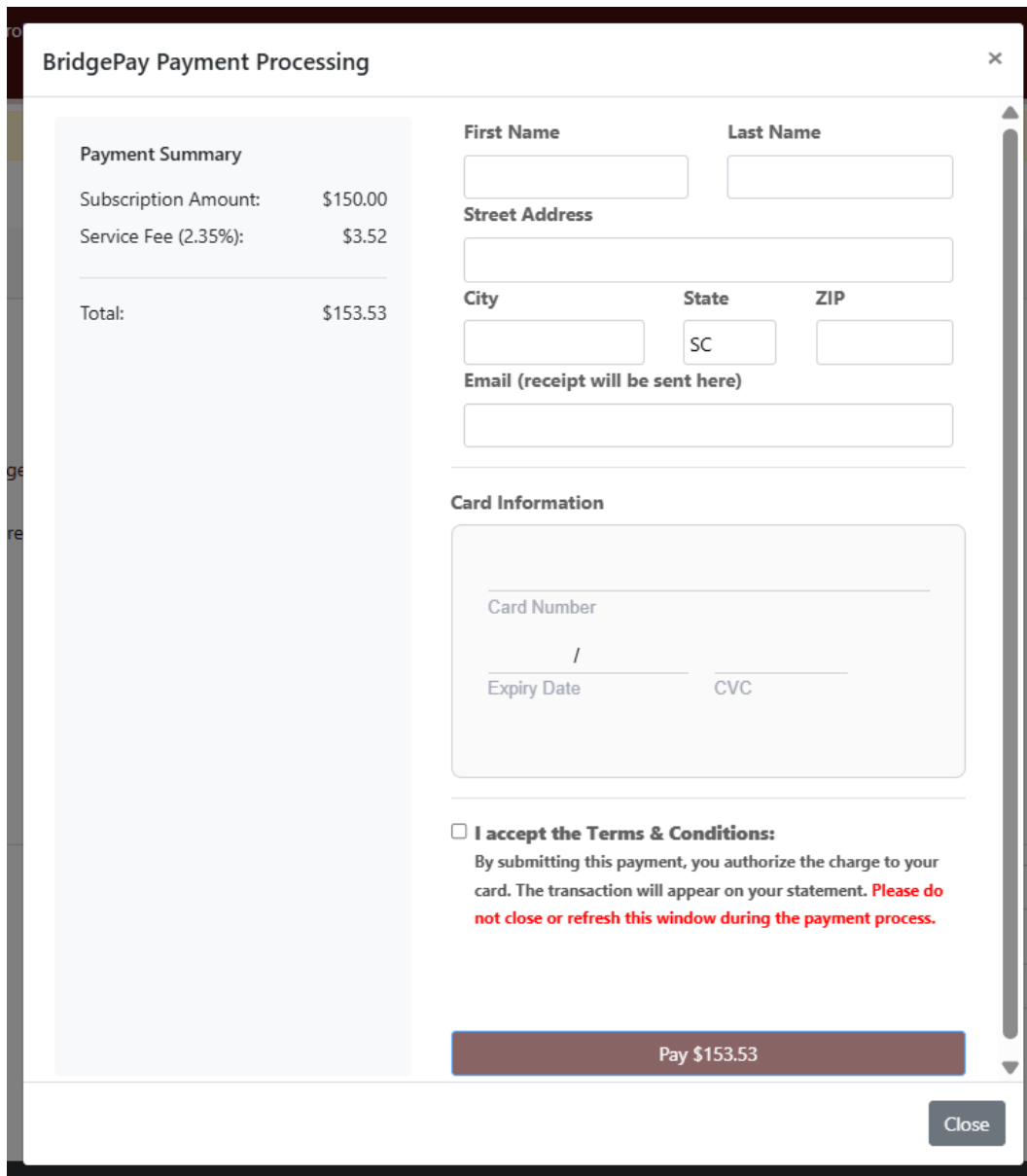
6. Once your membership is approved, you will receive an e-mail to login to your account and pay your subscription fee. Click on the banner at the top to pay the subscription fee.



7. Choose “Horry County,” “Monthly” or “Annual” Subscription, and check the box to accept the terms and conditions. Then, click “Renew Subscription.”

A screenshot of the Horry County Probate Court Public Probate Portal showing the "Renew Subscription" form. The form includes a yellow warning banner at the top: "Warning, account will expire in 0 days! Click here to renew subscription." Below the banner is the "Renew Subscription" section. It contains fields for "First Name" (Wesley), "Last Name" (Wallace), "Email" (Harrison.Angela@horrycountysc.gov), "Address Line 1" (123 Main Street), "Address Line 2", "City" (Conway), "State" (SC), and "Zip" (29526). There is a "County Selection" dropdown menu set to "HORRY". Below that is a "Subscription Time Period" dropdown menu set to "Annual Subscription - \$150.00". At the bottom, there is a checkbox labeled "I accept the terms provided in the disclaimer, and subscriber agreement." which is checked. Below the checkbox are links for "View Disclaimer" and "View Subscriber Agreement". At the bottom right is a "Renew Subscription" button with a red arrow pointing to it.

8. Input payment information into the next screen. Click “Pay.” It may take some time to process your payment. **DO NOT CLOSE OR REFRESH THE PAYMENT WINDOW WHILE YOUR PAYMENT IS PROCESSING.**



The image shows a web browser window titled "BridgePay Payment Processing". The window is divided into two main sections. On the left is a "Payment Summary" box with a light blue background, containing the following text: "Subscription Amount: \$150.00", "Service Fee (2.35%): \$3.52", and "Total: \$153.53". On the right is a form for entering payment details. It includes fields for "First Name", "Last Name", "Street Address", "City", "State" (with "SC" selected), and "ZIP". Below these is an "Email (receipt will be sent here)" field. Further down is a "Card Information" section with fields for "Card Number", "Expiry Date", and "CVC". At the bottom of the form is a checkbox labeled "I accept the Terms & Conditions:" followed by a paragraph of text: "By submitting this payment, you authorize the charge to your card. The transaction will appear on your statement. Please do not close or refresh this window during the payment process." At the very bottom of the window is a large, dark blue button labeled "Pay \$153.53" and a smaller "Close" button in the bottom right corner.

Payment Summary	
Subscription Amount:	\$150.00
Service Fee (2.35%):	\$3.52
Total:	\$153.53

First Name: Last Name:

Street Address:

City: State: ZIP:

Email (receipt will be sent here):

Card Information

Card Number:

Expiry Date: / CVC:

☐ I accept the Terms & Conditions:

By submitting this payment, you authorize the charge to your card. The transaction will appear on your statement. Please do not close or refresh this window during the payment process.

Pay \$153.53

Close

9. After payment is made, you will be redirected to the search page.