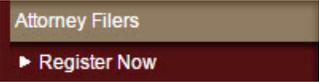
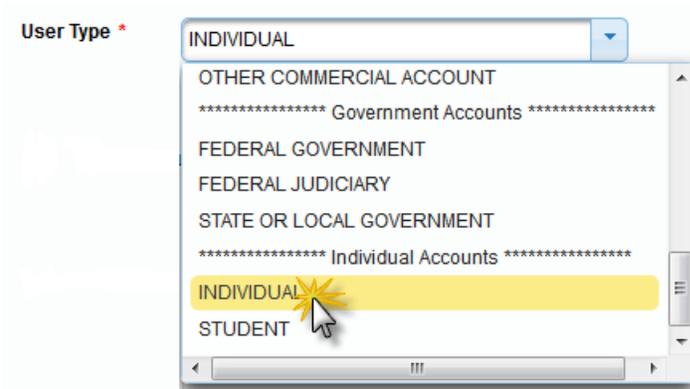


Step 1. Register for a New PACER Account

In preparation for the court's transition to NextGen CM/ECF, **all** electronic filers (attorneys, trustees, creditors, filing agents, etc.) who have a CM/ECF filing account but do not have their own PACER account must register for one.

These directions outline how to register for a new PACER account:

Step	Action
1	Go to www.pacer.gov
2	Click on the REGISTER tab on the site's menu bar. 
3	Click on the Filer tab under the <i>Register</i> heading. 
4	Click on the Register Now button. 
<i>(Directions continued on the next page.)</i>	

Step	Action
5	<p>Complete the PACER registration form. In the <i>User Type</i> field, choose the user type that best describes your situation. (If you work for a government agency, check with your employer as to how you should complete your registration.)</p> <p>Click on the Next button at the bottom of the registration form.</p> 
6	<p>Create a Username and Password. Select and answer the Security Questions, and then click on the Next button.</p>
7	<p>Enter Payment Information, if desired. Note that if you do not supply credit-card information, your account's activation will be delayed.</p>
8	<p>Read and acknowledge the policies and procedures.</p>
9	<p>Your account is created. After the court moves to NextGen CM/ECF, you will link your new PACER account to your CM/ECF filing account. You then will use your PACER username and password to access CM/ECF.</p>