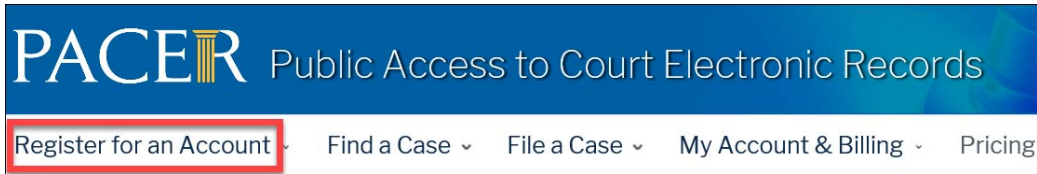


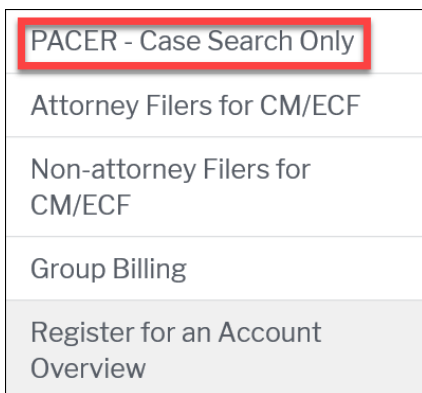
Register for a New PACER Account

All e-filers (attorneys, trustees, creditors, filing agents, etc.) who have CM/ECF filing accounts must have their own individual PACER accounts when NextGen is implemented in our court. If you do not have your own PACER account, please follow the steps below:

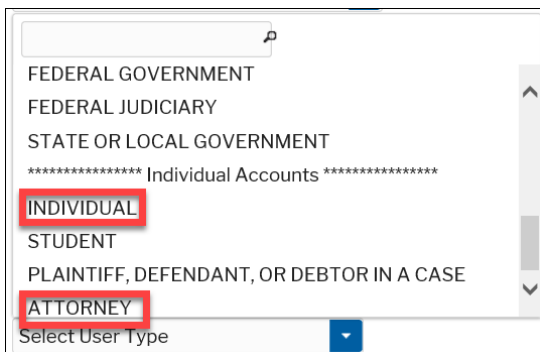
1. Go to <https://pacer.uscourts.gov>.
2. Select **Register for an Account** from menu bar.



3. Select **PACER – Case Search Only**.



4. Select **Register for a PACER Account**.
5. Complete the registration form. Select the applicable **User Type**. Scroll to the bottom for "Individual Accounts" options. NOTE: If you work for a government agency, make the appropriate selection from the Government Accounts category.



Register for a New PACER Account

6. Create a **Username** and **Password**. Select **Security Questions** and click **Next**.
7. Enter the payment information. Providing a credit card is optional, however, if you submit your registration request without providing credit card information, you will receive an activation code by U.S. mail in 7-10 business days.
8. Acknowledge that you have read the policies and procedures and click **Submit**.
9. You will receive a confirmation that you successfully registered for an account:

PACER - Case Search Only Registration

Thank you for registering with the PACER Service Center!

Thank you for registering.

You may go to the [court links](#) page to find your court and begin a case search, or go to [Manage My Account](#) to update your account information.

The Judicial Conference of the United States has established a \$.10 per-page fee for access to PACER. All registered agencies or individuals will be charged the fee. If usage is under \$30 in a quarter, the fees will be waived. If over \$30, the account is billed for all usage.

Fee examples:

- If you enter a party name and receive 2 pages of matches, the charge is \$0.20.
- If you enter a case number and the docket is 10 pages, the charge is \$1.00.
- If you select a docket entry that is 5 scanned pages, the charge is \$0.50.

NOTE: There is a 30-page cap for images of filed documents and case-specific reports (e.g., docket, creditor listing, claims register). You will not be charged more than \$3.00 when you access these items that are more than 30 pages. The cap does not apply to case listings, name search results, or transcripts (when available online).

[Continue](#) [Done](#)

10. Once the Court upgrades to the NextGen version of CM/ECF, you will link your new PACER account to your CM/ECF filing account.