



Getting Started

Welcome. Pursuant to the Local Bankruptcy Rules for the District of Montana, all attorneys are required to file their documents electronically unless good cause is shown. To become an e-filing attorney, the Bankruptcy Court requires the attorney to receive training on the Electronic Case Filing system, hereafter referred to as ECF.

Training requirements enabling attorneys to file electronically:

In coordination with the PACER service center, the Bankruptcy Court for the District of Montana has provided links to computer-based electronic learning modules which will allow attorneys to meet the training requirements of the District. The electronic learning modules hereafter referred to as ELMs, can be found under the **Filing Information** tab, **Training and Manuals** link. Once the ELMs have been viewed, attorneys will be required to contact the Court by telephoning Mary Palmer at: (406) 497-1246 or Patti Mahoney at: (406) 497-1244, to obtain access to the ECF training database. The Court will provide details regarding the required training exercises. Upon completion of the training exercises, attorneys are asked to complete the ECF User Registration Form located under the **For Attorneys/Trustees** tab, **Training and Manuals** link, and email the form to: MTB_Registration@mtb.uscourts.gov. Upon receipt of the registration form, the Court will promptly issue the attorney a login and password to the ECF live database.

Attorneys that have received ECF training from a different Bankruptcy or District Court other than Montana shall be issued a login and password to Montana's ECF live database. Attorneys are required to complete the ECF User Registration Form which can be found under the **For Attorneys/Trustees** tab, **Training and Manuals** link. After meeting the necessary requirements, a login and password shall be issued. Support staff of the e-filing attorneys are also **strongly encouraged** to familiarize themselves with the e-filing database by viewing the ELMs. It is not necessary for support staff to complete an ECF User Registration Form as logins and passwords are **only** issued to e-filing attorneys.