Register for New PACER Account

User needs an Individual PACER Account

STEP	ACTION
1	Navigate to <u>www.pacer.gov</u>
2	Select REGISTER.
3	Select PACER – Case Search Only REGISTER PACER - Case Search Only Attorney Filers Non-Attorney Filers Appellate Filers (Longer)
4	Select Register for PACER Account Now. Register for a PACER Account Now

TEP	ACTION	
5	Complete the PACER – Case Search Only Registration fo Select Individual as the User Type then select NEXT .	orm.
	User Type * Select User Type OTHER COMMERCIAL ACCOUNT Government Accounts ******* FEDERAL GOVERNMENT FEDERAL JUDICIARY STATE OR LOCAL GOVERNMENT	^
	INDIVIDUAL STUDENT	~
	NOTE: If you work for a government agency, make the appropriate sele the Government Accounts category.	
6		
6	the Government Accounts category. Create a Username and Password. Select Security Ques	
6	the Government Accounts category. Create a Username and Password. Select Security Quest Answers then select Next when finished. User Information Generate Username * Required Information Generate Username * Password * Confirm Password * NOTE: You cannot use your first name, last name, username, or equal address in the	stion
6	the Government Accounts category. Create a Username and Password. Select Security Quest Answers then select Next when finished. User Information Generate Username Vour password must be 8 to 45 characters long, and contain at least one lowercase letter, and one special character. Use Password * Confirm Password * NOTE: You cannot use your first name, last	stion

STEP	ACTION		
7	Enter the payment information to be saved. This screen is optional.		
	Providing a credit card is optional. If you would like to register without providing a credit card, click Next below without entering any information on this screen. For instant access to PACER, we will validate the credit card information you provide here. There is no registration charge; however, the credit card will be charged quarterly for any fees incurred. 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	Confirm you have read the policies and procedures.		
Your account has been created!			
 You will still need to access CM/ECF via the <u>www.mtb.uscourts.gov</u> website using your current CM/ECF login and password prior to Go-Live. Once the court goes live on NextGen CM/ECF, you will link your new PACER account to your CM/ECF filing account. You will then use your PACER username and password to access CM/ECF for MTB and other courts who have upgraded to NextGen. NOTE: Be sure to link with your CM/ECF Account in fall 2018. 			