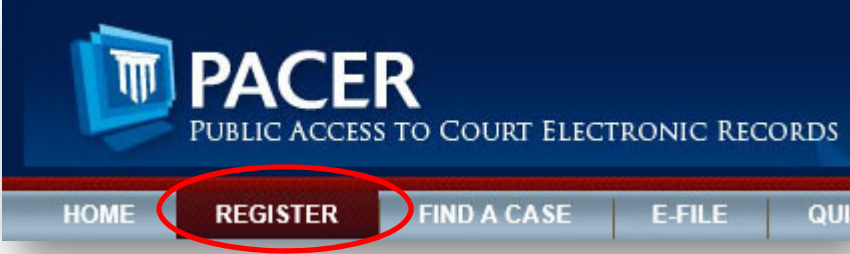
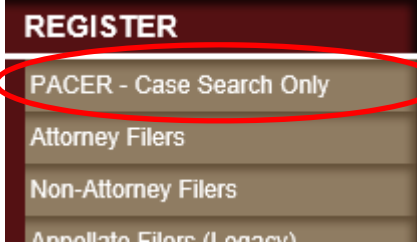



# Register for New PACER Account

## User needs an Individual PACER Account

STEP	ACTION
1	Navigate to <a href="http://www.pacer.gov">www.pacer.gov</a>
2	Select <b>REGISTER</b> . 
3	Select <b>PACER – Case Search Only</b> 
4	Select <b>Register for PACER Account Now</b> . 

STEP	ACTION
5	<p>Complete the <b>PACER – Case Search Only Registration form</b>. PACER recommends Attorneys select <b>Attorney</b> as the User Type; other users should select <b>Individual</b> as the User Type. Then select <b>NEXT</b>.</p> <div data-bbox="500 478 1096 856" style="border: 1px solid #ccc; padding: 10px; margin: 10px 0;"> <p>FEDERAL GOVERNMENT  FEDERAL JUDICIARY  STATE OR LOCAL GOVERNMENT  ***** Individual Accounts *****  INDIVIDUAL ←  STUDENT  PLAINTIFF, DEFENDANT, OR DEBTOR IN A CASE  ATTORNEY ←</p> </div> <p><b>NOTE:</b> If you work for a government agency, make the appropriate selection from the Government Accounts category.</p>
6	<p>Create a <b>Username</b> and <b>Password</b>. Select <b>Security Questions and Answers</b> then select <b>Next</b> when finished.</p> <div data-bbox="430 1220 1269 1745" style="border: 1px solid #ccc; padding: 10px; margin: 10px 0;"> </div>

STEP	ACTION
7	<p>Enter the payment information to be saved. <a href="#">This screen is optional.</a></p> <p><b>Providing a credit card is optional.</b> 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.</p>
8	<p><b>Confirm</b> you have read the policies and procedures.</p>
<p style="text-align: center;"><b>Your account has been created!</b></p> <ul style="list-style-type: none"> <li>• <b>Once the court goes live on NextGen CM/ECF, you will link your new PACER account to your CM/ECF filing account.</b></li> <li>• <b>You will then use your PACER username and password to access CM/ECF for courts who have upgraded to NextGen.</b></li> </ul>	