

# Registering for a New PACER Account

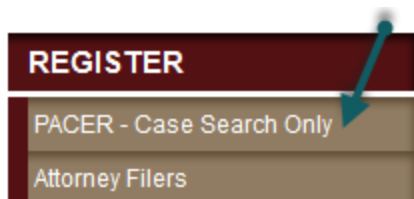
In order to use NextGen, attorneys with individual CM/ECF accounts must have individual PACER accounts. If you do not have your own PACER account, follow the steps below to register for an account.

**Step 1** Go to [www.pacer.gov](http://www.pacer.gov).

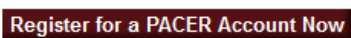
**Step 2** Select Register from main menu bar



**Step 3** Select PACER- CASE SEARCH ONLY from left panel.



**Step 4** Select link REGISTER FOR PACER ACCOUNT NOW.



**Step 5** Complete the PACER – Case Search Only Registration form and select **Individual** as the User Type and Click NEXT.

The screenshot shows a web form with a dropdown menu for 'User Type'. The dropdown is open, showing several options. A red arrow points to the 'INDIVIDUAL' option, which is highlighted in yellow. The options in the dropdown are: 'INDIVIDUAL', 'OTHER COMMERCIAL ACCOUNT', '\*\*\*\*\* Government Accounts \*\*\*\*\*', 'FEDERAL GOVERNMENT', 'FEDERAL JUDICIARY', 'STATE OR LOCAL GOVERNMENT', '\*\*\*\*\* Individual Accounts \*\*\*\*\*', 'INDIVIDUAL', and 'STUDENT'. To the left of the dropdown, there is a checkbox labeled 'Check here if this account is for a government agency'. Below the dropdown, there is a 'User Verification' section with a red asterisk. To the right of the dropdown, there is a 'Key Panel' and a 'reCAPTCHA' logo.

**NOTE:** If you work for a government agency, make the appropriate selection from the Government Accounts category.

**Step 6** Select a User Name, Password, select the security questions and click NEXT.

**Step 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.**

**Step 8** Confirm you have read the policies and procedures.

[Click here to download a printable version of the Policies and Procedures](#)

\* Required Information

Check here to acknowledge you have read and understand the policies and procedures listed above. \*

**Step 9** The last screen will thank you for registering with the PACER service center. This account is just for viewing documents, not for e-filing. If you already had a CM/ECF account with our court, please follow the instructions for linking the new PACER login with your current CM/ECF login.

If you **were not** an electronic filer with our court, please refer to the instructions for registering to E-File under the attorney training section of our website.

[Registering to E-File as an attorney](#)

[Registering to E-file as a limited filer \(attorney or non attorney\)](#)