

United States District Court  
Northern District of Texas



Accessing Restricted Documents  
(updated 11/2022)

## Accessing Restricted Documents

**Access to some restricted documents is granted via the PACER login of an Attorney of Record:**

- Sealed document in a civil case - to each attorney of record;
- Sealed presentence report or related filing in a criminal case - to the attorney for the applicable defendant and to the attorney for the government; and
- Ex parte document - to the filing attorney only.

If you received notice of a sealed document as a secondary e-mail recipient on the attorney's primary account, be advised that only the attorney of record's PACER credentials will gain access to the document.

1. From the Notice of Electronic Filing (NEF), click on the document hyperlink. When the login screen displays, enter the attorney's PACER credentials. This allows the ECF system to identify you as an attorney of record authorized to have access to the document. Otherwise, the system may present a message advising that you do not have access to the document, or that the document has been removed.
2. If after following the steps above you still have problems accessing one of these documents, please contact the appropriate [ECF Help Desk](#).