

**United States District Court
Northern District of Texas**

Electronic Case Filing (ECF) User Registration Form

An ECF user is able to electronically file documents and receive a Notice of Electronic Filing (NEF) of documents filed in ECF. Logins are issued in accordance with the requirements of the ECF Administrative Procedures Manual. Indicate your qualifying status to register as an ECF user by checking the appropriate box below and, if requested, provide the related case number for verification purposes.

- I am a licensed attorney admitted to the bar of the Northern District of Texas.
- I am a licensed attorney who is **NOT** admitted to the bar of the Northern District of Texas, but I:
- a. am currently going through the admission process;
 - b. have been admitted pro hac vice or intend to apply for admission pro hac vice;
 - c. intend to appear in an MDL case (see JPML Rule 2.1(c)); or
 - d. am exempt from admission to practice pursuant to LR 83.11 to LCrR 57.11.
- I am a non-prisoner *pro se* party in a civil case.

If yes, provide the case number: _____

(**Note:** A pro se litigant must file his or her first document in paper prior to receiving a login.)

THE FOLLOWING INFORMATION IS REQUIRED FOR REGISTRATION:

First/Middle/Last Name: _____

State of Admission (if any): _____ Bar No. (if any): _____

Firm Name (if any): _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Fax Number: _____

Primary Email Address: _____

(**Note:** You may add secondary email addresses once your application is processed and you receive your account credentials.)

I consent under Fed. R. Civ. P. 5(b) to accept service electronically via my Primary or Secondary Email Address(es):

Applicant Signature

Date

Return to: Attorney Admissions Clerk
United States District Court
1100 Commerce Street, Room 1452
Dallas, TX 75242
Email: attorney_txnd@txnd.uscourts.gov
(Only one application per email, please.)