

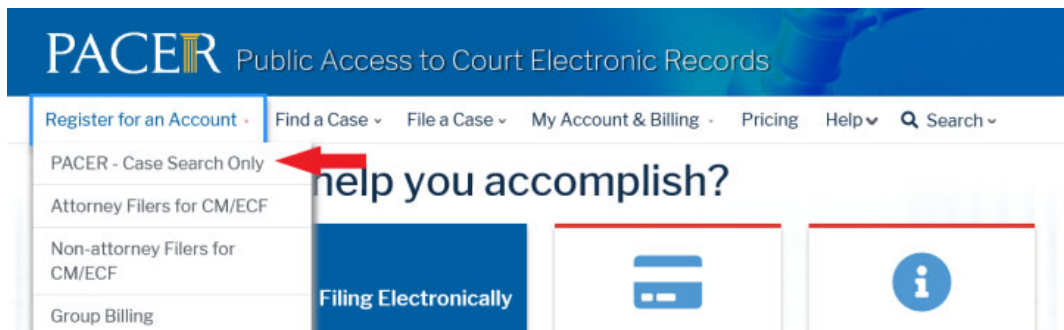
# Register for a New PACER Account

All filers must have an individual PACER account to file in NextGen CM/ECF. Follow the steps below if you do not have a PACER account or if you share an account with others in your law firm.

For questions, please contact PACER at 1-800-676-6856.

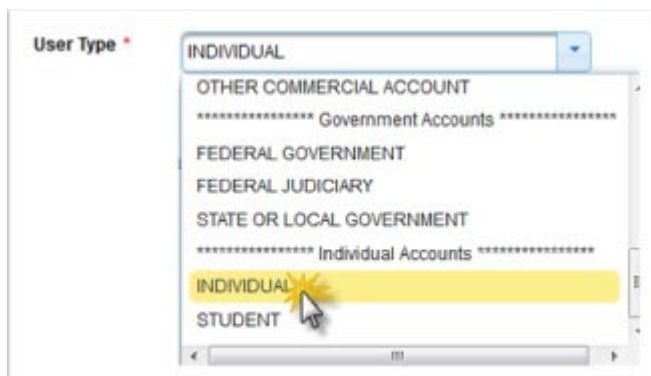
## Instructions

1. Open a web browser and navigate to <https://pacer.uscourts.gov/>.
2. Click **Register for an Account**; then **PACER-Case Search Only**.



3. Click **Register for a PACER account**.
4. Enter the required information in the registration form. In the **User Type** field, choose **INDIVIDUAL** as your user type.

**NOTE:** If you work for a **government agency**, make the appropriate selection from the **Government Accounts** category instead of selecting an individual account.



5. **CJA ATTORNEYS ONLY:** If you are a member of the CJA Panel, indicate your status by checking the box and selecting Texas Northern as your **CJA Jurisdiction**.

Check here if this account will be used by an attorney appointed to the CJA Attorney Panel

CJA Jurisdiction \*

\* If you select the box indicating that you are an attorney appointed to the CJA Attorney Panel, you will receive an email from the Pacer Service Center (PSC) requesting that you reply with your acknowledgment in order to active your CJA privileges.

6. Complete the **User Verification**.
7. Create a **Username** and **Password**; and answer the **Security Questions**.
8. Enter your **payment information**, if desired.

**NOTE:** Providing a credit card is optional. If you would like to register without providing a credit card, click **Next** without entering any information on this screen.

9. Read and **acknowledge** the policies and procedures.
10. The last screen will thank you for registering with the PACER service center. This account is for viewing documents only, not for e-filing.
11. If you are already registered to file electronically with the Northern District of Texas, please follow the instructions for linking your new PACER login with your CM/ECF credentials, **AFTER September 6, 2022**.

For questions, **please contact PACER at 800-676-6856**.