

## Link Your PACER and CM/ECF Account

The court migrated to NextGen on April 26, 2021, and you must link your existing CM/ECF account to your individual PACER account to access the filing system. If your Individual PACER account was created prior to August 2014, you must first upgrade your account (see <u>Upgrading Your Individual PACER Account</u> for instructions). If you don't have your own Individual PACER account, register at <u>PACER.gov</u>.

## Linking your accounts

Linking is a one-time process that can be completed only once the court is live on NextGen CM/ECF on or after April 26, 2021.

STEP 1 Go to the court's CM/ECF site (e.g., https://ecf.cacb.uscourts.gov). Click the Document Filing System link



STEP 2 Log on with your individual upgraded PACER user name and password. Do not log on using a shared firm PACER account.

## PACER LOGIN

nd you are experiencing rowser before trying agai	problems with the login, n.	delete the stored co	okie file in your PC. Cl	ose and reopen your
* Required Information Username *				
Password * Client Code				
	Login	Clear	Cancel	
	Need an Account?   Forg	got Your Password?	Forgot User Name?	
NOTICE: This is a res prohibited and subjec attempts are logged.	stricted government w ct to prosecution unde	eb site for official r Title 18 of the U.	PACER use only. Una S. Code. All activities	uthorized entry is s and access

STEP 3 Click Utilities, and then click the NextGen Release 1.1 Menu Items link.

CMmecf	Query Reports	
Utilities		
	NextGen Release 1.1 Menu Items	
Your Account	Legal Research	
Your PACER Account	Legal Research	
Miscellaneous		
Mailings		
Court Information		
Judgment Index		
Release 5.0 Menu Items		

## K NextGen/CM<sup>m</sup>ECF

STEP 4 Click the Link a CM/ECF account to my PACER account link



This utility links your PAC	ER account with your e-filer account in this court.
If you use CM/ECF for PA	CER only, no action is necessary.
If you had a CM/ECF e-fili will be prompted to confir match).	ng account in this court before the court converted to NextGen CM/ECF, enter your old CM/ECF login and password below and press Submit. You n that you want to link your PACER account to your old CM/ECF e-filing account. Press Submit to link the accounts (or go back if the names don't
CM/ECF login:	
CM/ECF password:	
Submit Clear	
Forgot login/password	
More about Upgraded PAC	ER account

STEP 6 Verify that the CM/ECF account and PACER account listed are accurate. If so, click Submit.

Link a CM/ECF account to my PACER account
Do you want to link these accounts?
CMECF John Attorney PACER John Attorney
After you submit this screen, your old e-filing credentials for the CM/ECF account will be permanently linked to your upgraded PACER account. Use your upgraded PACER account to e-file in this
Submit Clear

NOTE: Make sure you are linking to your own Individual PACER account.

STEP 7 You have successfully linked your CM/ECF account to your Individual PACER account. You will now use only your PACER account to access both PACER and CM/ECF for this NextGen court.

> Press F5 to refresh the screen and view the Civil and Criminal menu items for filing in NextGen district courts or the Bankruptcy and Adversary menu items for filing in NextGen bankruptcy courts

STEP 5