

Registering for USCA5 Electronic Filing

- ◆ Appellate court electronic filing registration is handled through the PACER Service Center at: <http://pacer.psc.uscourts.gov/> [click *Appellate ECF Filer Registration* under **Featured Links**]

- ◆ A direct link to register is:
<http://pacer.psc.uscourts.gov/psco/cgi-bin/cmecf/ea-regform.pl>

Note: this registration link is for users who have never registered for an account with another appellate court.

- ◆ If you do have an account elsewhere, **Update** your information to add the U.S. Court of Appeals, Fifth Circuit at:
<http://pacer.psc.uscourts.gov/psco/cgi-bin/cmecf/ea-login.pl> [click the *Register for Additional Court(s)* link on the **Appellate CM/ECF Filer Account Update** screen after you login]

- ◆ Registration tips:
 - all fields marked with a red asterisk are required fields
 - notice in cases is via a Notice of Docket Activity; you can choose to receive the notices as they occur throughout the day (each transaction), or receive a daily summary of all activity
 - email format options - HTML or plain text (depending upon your email program)
 - passwords must be 8 - 14 characters and contain at least 2 non-alpha characters; you can enter a password of your choosing or allow the system to generate one for you.

- ◆ Registration is not instantaneous. You will receive email correspondence about your request as soon as possible after the request is processed by our office.

- ◆ For help with registration, contact the PACER Service Center at 800-676-6856 or pacer@psc.uscourts.gov.