NEXTGEN CM/ECF RENEWING BAR MEMBERSHIP TO THE FIFTH CIRCUIT BAR

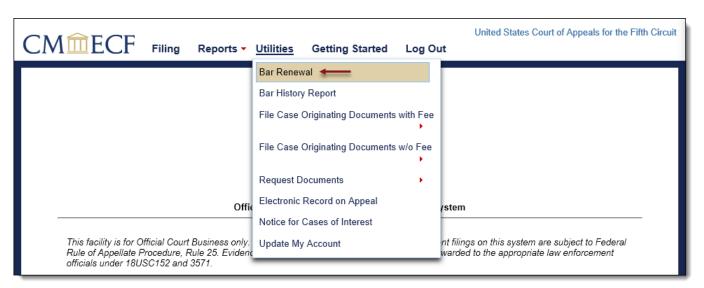


Renewing Bar Membership to the Fifth Circuit Bar

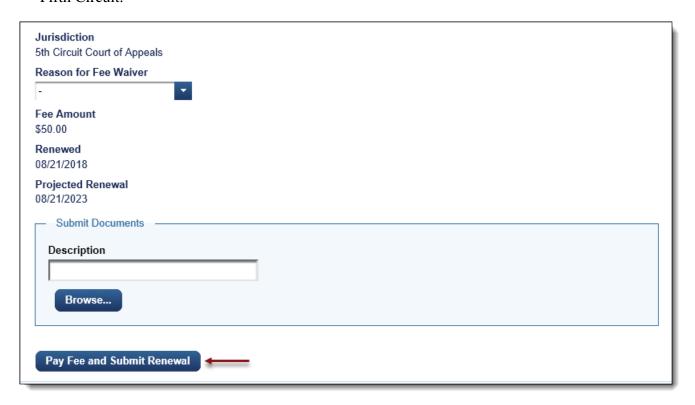
1. Renewals are due every 5 years and are calculated based upon the bar admission date or the last renewal payment date. To avoid submitting a premature payment, select the *Bar History Report* from the Utilities menu to view your current renewal due date.



2. Select 'Bar Renewal'.



3. To renew, click the [Pay Fee and Submit] button to pay the fee at Pacer.gov and send the renewal to the Fifth Circuit.



4. To renew without payment, in accordance with 5th Cir. R. 46.1, select a reason from the 'Reason for Fee Waiver' drop down list. Click the [Submit Renewal] button to send the renewal to the Fifth Circuit.

