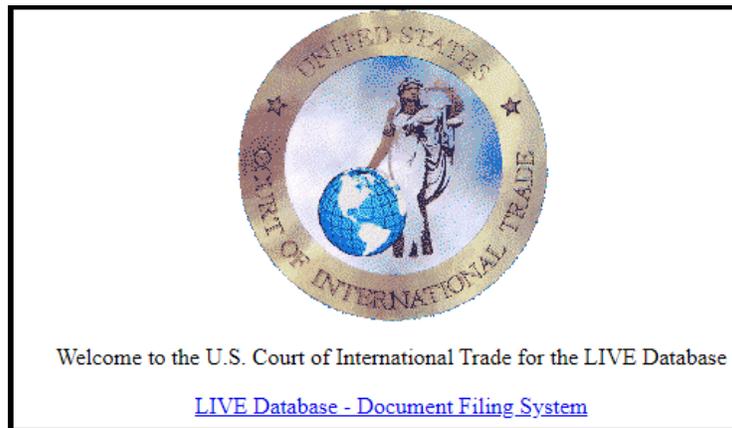




## Linking your current USCIT CM/ECF account to your upgraded PACER account

Beginning March 16, 2020, existing Court of International Trade CM/ECF filers will need to link their CM/ECF account to their upgraded PACER account to file documents with the Court. Linking these accounts is a one-time process that can be completed on or after March 16, 2020. Below are the steps to link your upgraded PACER account and current CM/ECF account.

1. Go to the USCIT CM/ECF site at <https://ecf.cit.uscourts.gov>. Click on the **LIVE Database - Document Filing System** link.

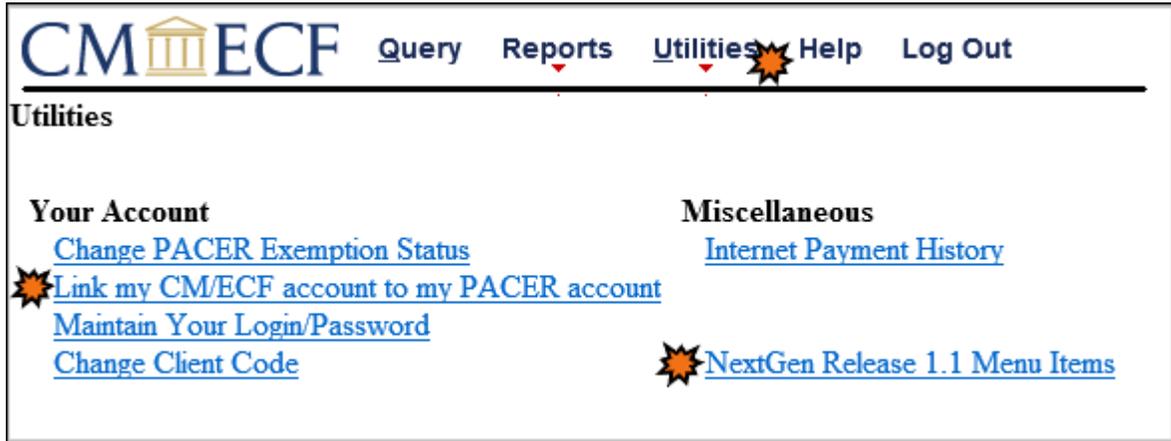


2. Input your PACER Username and Password and click Login. **Do not log on using a shared PACER account.**

A screenshot of the U.S. Court Of International Trade - NextGen Login page. The page title is "U.S. Court Of International Trade - NextGen Login". Below the title, there is a red asterisk and the text "\* Required Information". The form contains three input fields: "Username \*" with the value "John Doe", "Password \*" with masked characters, and "Client Code". Below the fields are two buttons: "Login" and "Clear". Under the buttons are three links: "Forgot password?", "Forgot username?", and "Need an account?". At the bottom, there is a "NOTICE" section stating: "This is a restricted government website for official PACER use only. Unauthorized entry is prohibited and subject to prosecution under Title 18 of the U.S. Code. All activities and access attempts are logged."



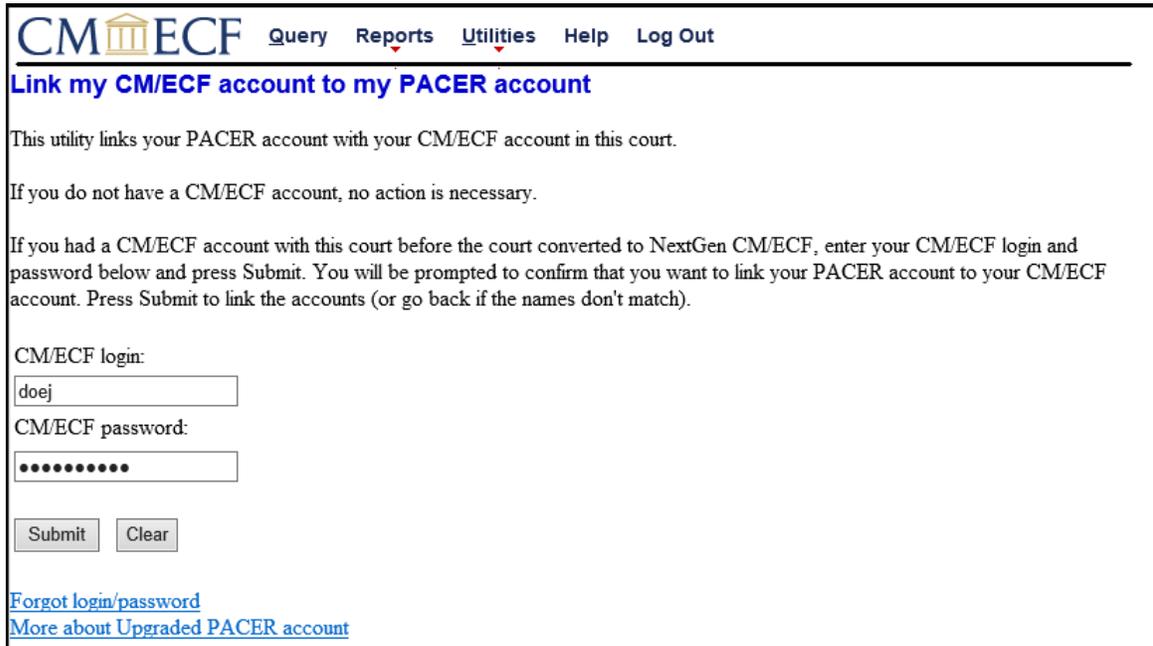
3. Click **Utilities**, and then click on **Link a CM/ECF account to my PACER account**.



The screenshot shows the CM/ECF website's Utilities page. At the top, there is a navigation bar with links for Query, Reports, Utilities (highlighted with a star), Help, and Log Out. Below the navigation bar, the page is titled "Utilities". There are two main sections: "Your Account" and "Miscellaneous". Under "Your Account", there are links for "Change PACER Exemption Status", "Link my CM/ECF account to my PACER account" (highlighted with a star), "Maintain Your Login/Password", and "Change Client Code". Under "Miscellaneous", there are links for "Internet Payment History" and "NextGen Release 1.1 Menu Items" (highlighted with a star).

★**NOTE:** If you do not see **Link a CM/ECF account to my PACER account** on the Utilities page, please click on the **NextGen Release 1.1 Menu Items** link.

4. Enter your current USCIT CM/ECF credentials in the **CM/ECF login** and **CM/ECF password** fields. Click **Submit**.



The screenshot shows the "Link my CM/ECF account to my PACER account" page. At the top, there is a navigation bar with links for Query, Reports, Utilities (highlighted with a star), Help, and Log Out. Below the navigation bar, the page title is "Link my CM/ECF account to my PACER account". The page contains the following text: "This utility links your PACER account with your CM/ECF account in this court." "If you do not have a CM/ECF account, no action is necessary." "If you had a CM/ECF account with this court before the court converted to NextGen CM/ECF, enter your CM/ECF login and password below and press Submit. You will be prompted to confirm that you want to link your PACER account to your CM/ECF account. Press Submit to link the accounts (or go back if the names don't match)." Below the text, there are two input fields: "CM/ECF login:" with the value "doej" and "CM/ECF password:" with a masked password "••••••••". There are two buttons: "Submit" and "Clear". At the bottom, there are two links: "Forgot login/password" and "More about Upgraded PACER account".



5. Verify that the USCIT CM/ECF account and upgraded PACER account information listed are accurate. If so, click [Submit](#).

 [Query](#) [Reports](#) [Utilities](#) [Help](#) [Log Out](#)

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**Link my CM/ECF account to my PACER account**

Do you want to link these accounts?

CM/ECF **John Doe**  
PACER **John Doe**

After you submit this screen, your credentials for your CM/ECF account will be permanently linked to your upgraded PACER account. Use your upgraded PACER account to e-file in this court.

6. You have successfully linked your accounts. To access PACER and file documents on NextGen CM/ECF for the United States Court of International Trade, use the credentials for your upgraded PACER account.

For assistance with linking your accounts, please contact the CM/ECF Help Desk at 866-450-1859.