

United States Court of International Trade OFFICE OF THE CLERK One Federal Plaza New York, NY 10278-0001

January 14, 2020

United States Court of International Trade Implementation of NextGen CM/ECF

On March 13, 2020, the United States Court of International Trade will begin upgrading it's current CM/ECF system to NextGen CM/ECF. Once fully implemented, this new system will provide better services to the judges, the bar and court staff.

Please note that this upgrade will require the Office of the Clerk to temporarily suspend electronic filing from 8:00 am on Friday, March 13, 2020 through Sunday, March 15, 2020. Electronic filing will resume on Monday, March 16, 2020. Any filing deadlines that fall on Friday March 13, 2020 will be moved to Monday, March 16, 2020.

Beginning March 16, 2020, you will need an upgraded PACER account linked to your CM/ECF account to file documents with the Court.

• If your PACER account was created before August 11, 2014, please <u>upgrade your</u> <u>PACER account</u> as soon as possible.

Note: To determine what type of PACER account you have, and / or if you need to upgrade your current PACER account, please follow <u>these instructions</u>.

• If you do not have a PACER account, please <u>create one</u> as soon as possible.

Note: Registrations for new PACER accounts for attorneys wishing to file documents with the Court will be temporarily suspended from Monday, March 9, 2020 through Sunday, March 15, 2020. Registrations will resume on Monday, March 16, 2020.

- On or after March 16, 2020, please <u>link your upgraded PACER account to your</u> <u>CM/ECF account</u>.
- To learn more about NextGen CM/ECF, visit the <u>USCIT NextGen</u> web page. Over the next two months, the Court will be adding new training materials and resources to help with the transition to the new system.

For assistance with creating or upgrading your PACER account, contact the PACER Service Center at 800-676-6856 and via email to <u>pacer@psc.uscourts.gov</u>.

For assistance with linking your upgraded PACER account and CM/ECF account on or after March 16, 2020, please contact the CM/ECF Help Desk at 866-450-1859 or via email to <u>cmecf_helpdesk@cit.uscourts.gov</u>.