



## New PACER Users, New Attorneys & Attorneys with Shared PACER Accounts: Register for a PACER Account

As of March 16, 2020, you will need an upgraded PACER account to view documents on the CM/ECF system for the United States Court of International Trade. Attorneys who are members of the bar for the Court of International Trade and who have a CM/ECF account may need to create and use an upgraded PACER account to view and file documents with the court.

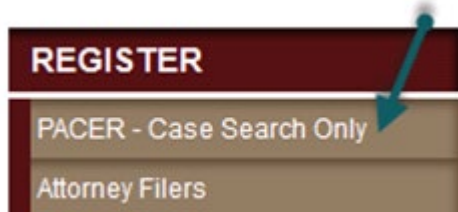
If you have your own PACER account and it was created after August 11, 2014, you do not need to upgrade your PACER account. To determine what type of PACER account you have, and / or if you need to upgrade your current PACER account, please follow [these instructions](#).

To create a new upgraded PACER account, please follow the instructions below:

1. Go [www.pacer.gov](http://www.pacer.gov)
2. Select Register from the main menu bar, then click Start.



3. Select PACER-Case Search Only from left panel

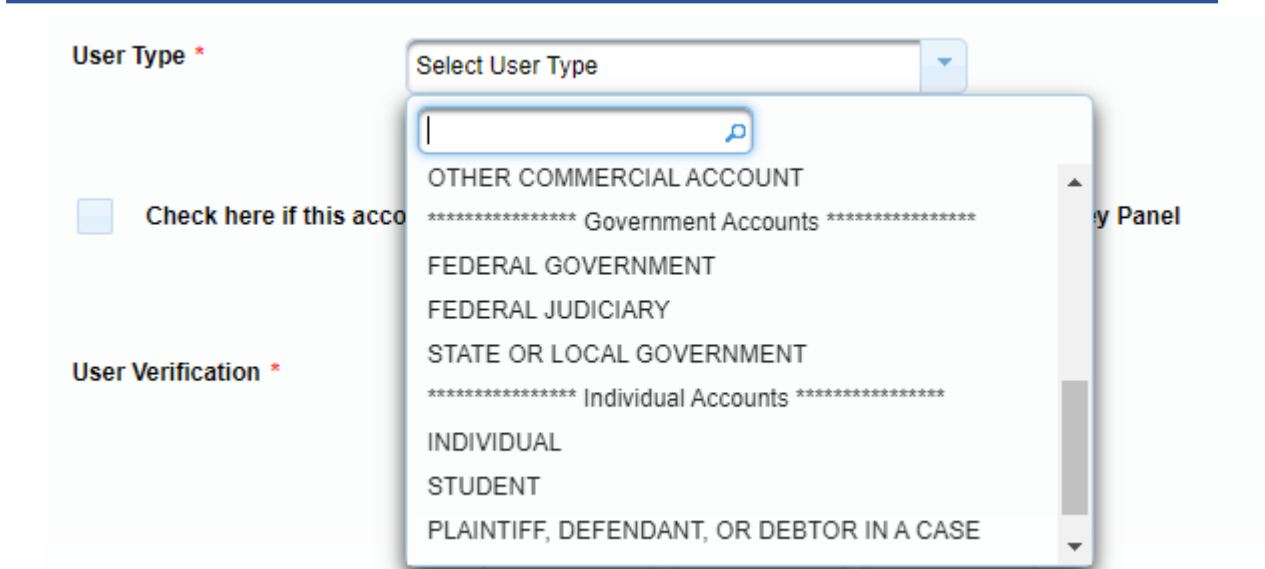


4. Select link Register for a PACER Account Now



5. Complete the PACER – Case Search Only Registration form.

NOTE: For User Type, if you work for the government, please choose an option from Government Accounts. Otherwise, choose an option from Accounts as the User Type and Click NEXT.



The screenshot shows a registration form with the following elements:

- User Type \***: A dropdown menu with the text "Select User Type" and a search icon. The dropdown is open, showing a list of options: OTHER COMMERCIAL ACCOUNT, \*\*\*\*\* Government Accounts \*\*\*\*\* (with a search icon), FEDERAL GOVERNMENT, FEDERAL JUDICIARY, STATE OR LOCAL GOVERNMENT, \*\*\*\*\* Individual Accounts \*\*\*\*\* (with a search icon), INDIVIDUAL, STUDENT, and PLAINTIFF, DEFENDANT, OR DEBTOR IN A CASE.
- Check here if this account is for a Government Account**
- User Verification \***
- Check here if this account is for a Government Account**

6. Select a User Name, Password, select the security questions and click NEXT.
7. For instant access to PACER, credit card information is required. There is no registration fee and the credit card will be charged quarterly for any fees incurred.

If you would like to register without providing a credit card, click Next. You will receive an activation code by U.S. mail in 7-10 business days.

8. Confirm you have read the policies and procedures

[Click here to download a printable version of the Policies and Procedures](#)

**\* Required Information**

**Check here to acknowledge you have read and understand the policies and procedures listed above. \***

9. The last screen will thank you for registering with the PACER service center.
10. If you wish to file documents with the court, please follow the instructions for [linking your upgraded PACER account with your CM/ECF account](#).

For assistance with creating a PACER account, please contact the PACER Service Center at 800-676-6856.