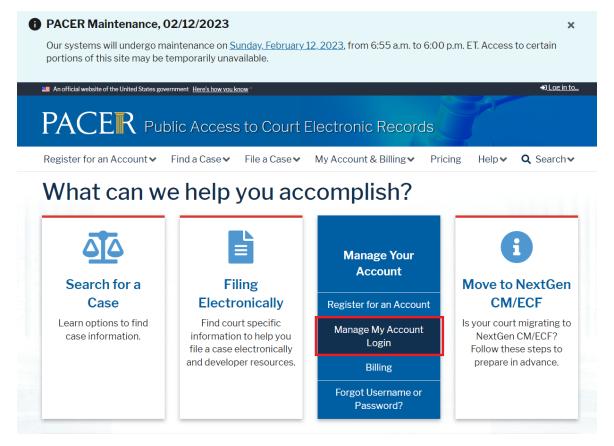
# UNITED STATES DISTRICT COURT FOR THE DISTRICT OF MARYLAND



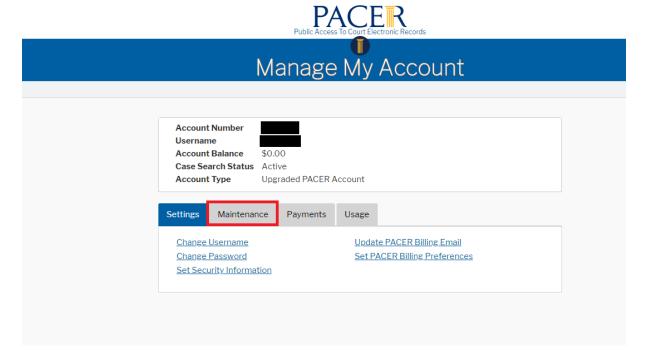
**Requesting CM/ECF Access** 

February 2023

# Please log into PACER under Manage My Account Login

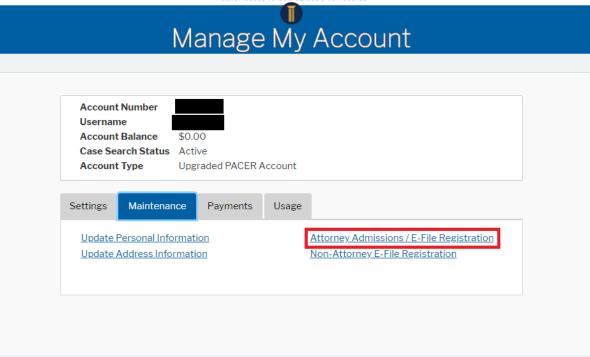


## Locate and select the Maintenance tab



## Select Attorney Admissions/E-File Registration





Under Court Type, select U.S. District Court and under Court, select Maryland and hit Next



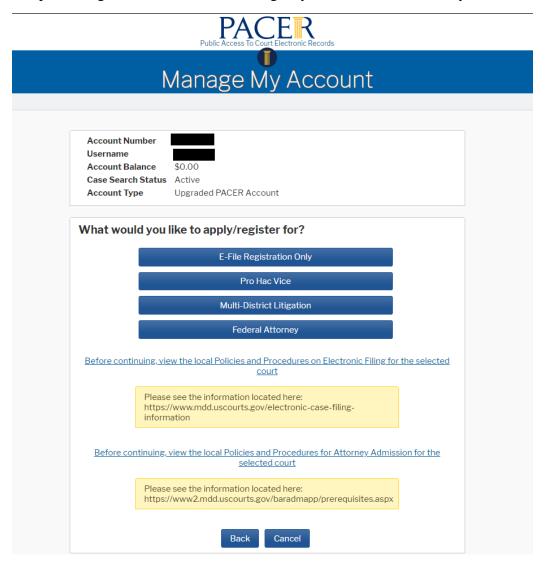
Select the appropriate registration type:

**E-File Registration Only** – Refers to an active member of good standing of the bar of this Court.

**Pro Hac Vice** – Refers to an attorney who is not a member of the bar of this Court, but who has been admitted in one or more cases on a pro hac vice basis.

**Multi-District Litigation** – Refers to an attorney who is not a member of the bar of this Court, but who is appearing on behalf of a party in a multi-district case pending before this Court.

**Federal Attorney** – Refers to an attorney who is not a member of the bar od this Court but who is representing the United States, or an agency thereof as authorized by law.



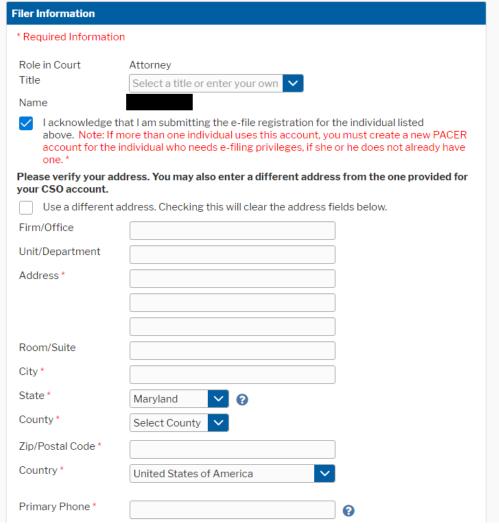
## Complete all the required fields



# Manage My Account

**Account Number** Username Account Balance \$0.00 Case Search Status Active **Account Type** Upgraded PACER Account

# Complete all sections of E-File Registration





# Manage My Account

Username \$0.00

Case Search Status Active

Account Type Upgraded PACER Account

### **Payment Information**

**NOTE:** Not all courts accept ACH payments. If the court to which you are making a payment does not accept ACH, then ACH payments will not be available as an option during payment. In addition, the PACER Service Center does not accept ACH payments for PACER (case search) fees.

This section is optional. If you do not enter payment information here, you may do so later by selecting the **Make One-Time PACER Fee Payment** option under the **Payments** tab.

Select your method of payment from the **Add Credit Card** and **Add ACH Payment** options below. You may store up to three payment methods.

To designate a card as the default for e-filling or admissions fees, click the **Set default** link in the box(es) below. To remove the card as a default, click the **Turn off** link.

Add Credit Card Add ACH Payment

Next

Back

Cancel





**Account Number** 

Username

ce \$

Account Balance

Case Search Status Active

Account Type

Upgraded PACER Account

#### E-Filing Terms of Use

# Attorney E-filing Terms and Conditions

- I agree that a filing or submission made with my judiciary e-filing login and
  password constitutes my signature for all purposes, including the Federal
  Rules of Procedure and the local rules of the court(s) where I am filing, and
  shall have the same force and effect as if I had affixed by signature on a paper
  document being filed or submitted.
- I agree that a filing or submission made with my judiciary e-filing login and
  password constitutes my affirmation that I am admitted to practice in the
  court(s) where I am filing, or am permitted to make an appearance in those
  court(s) in accordance with local requirements, and that I am an attorney
  holding a current and valid license to practice law.
- I agree to adhere to the local rules, orders, policies, and procedures governing electronic filing promulgated by the court(s) where I have filing privileges.
- I must pay for any fees incurred for transactions made in CM/ECF in accordance with applicable statutes and fee schedules.
- I agree to protect the security of my password.
- I will change my password through my judiciary e-filing account if I suspect it
  has been compromised and immediately notify the affected court(s). I am
  aware that I may be sanctioned for failure to comply with this provision.

#### Click here to download a printable version of the Attorney E-filing Terms and Conditions

**✓** 0

Click here to acknowledge that you have read and agree to the terms and conditions above, and this constitutes your signature for registration. \*



Click here to acknowledge that you have read and agree to the local requirements for the court in which you are registering. <u>Click here to view local Court Policies and Procedures.</u>

Your e-file registration will be processed by the selected court. You will receive an email notification from the selected court regarding the status of your admissions and registration as well as any additional information or instructions at the email address provided.

Note: We protect the security of your information during transmission using Secure Sockets Layer (SSL) software, which encrypts information you submit.

Submit

Back

Reset

Cancel