

CM/ECF Account Registration Form

This form shall be used to register for an account on the Court's Case Management/Electronic Case Files (CM/ECF) system. Registered attorneys will have privileges to electronically submit documents in those cases designated as electronic cases in the CM/ECF system.

All fields with an asterisk () are required*

First Name*:

Middle Name:

Last Name*:

Generation (Sr., Jr., III, etc.):

Firm Name:

Address*:

City*:

State* Zip Code*:

Phone Number*:

Fax Number:

Email Address*:

Does your E-mail Software support HTML messages?* Yes No

(contact your local IT staff if uncertain)

By submitting this registration form, the registrant agrees to abide by the following rules:

1. The system is for use only in cases designated by the U.S. Court of Federal Claims. The system may be used to file and view electronic documents, docket sheets, and notices.
2. Each attorney desiring to file pleadings or other papers electronically must complete and submit an Attorney Registration Form. Attorneys must be a member of the court's bar to register.

3. An attorney's password issued by the court combined with the user's identification (login), serves as and constitutes the attorney's signature. Therefore, an attorney must protect and secure the password issued by the court. If there is any reason to suspect the password has been compromised in any way, such as resignation or reassignment of the person with authority to use the password, it is the duty and responsibility of the attorney to change their password immediately and notify the court.
4. Each attorney desiring to file pleadings or other papers electronically must pass an on-line CM/ECF certification test which is located at <http://www.hostedtest.com/taketest.asp?c=AttyCert>.
5. A user accesses court information via the court's Internet site or through the Public Access to Court Electronic Records (PACER) Service Center. Although the court manages the procedures for electronic filing, all electronic public access to case file documents occurs through PACER. A PACER login is required in addition to the password issued by the court. To register for PACER, a user must complete the online form or submit a registration form, available on the PACER web site at <http://pacer.psc.uscourts.gov>.
6. By this registration, the registrant agrees:
 - a) To abide by all of the rules and regulations in the most recent General Order and User Guide for Attorneys currently in effect and any changes or additions that may be made to such Administrative Procedures in the future.
 - b) To consent to service by electronic means.

This registration form will expire if all conditions for registration are not met within 30 days from the date submitted. The court will send your login ID and password via email to the address listed on this form once all registration conditions are met.

By submitting this form you are indicating that you have read this entire form and agree with all of the above.

When complete, please e-mail this form to CFC_CMECFHelpDesk@ao.uscourts.gov or fax it to 202-357-6401.