

United States Court of



International Trade

Linking CM/ECF Accounts and Upgraded PACER Accounts FAQ's

I have a CM/ECF account and I have an upgraded PACER account, how do I link them together so I can file documents with the Court?

On the Court's website, <u>www.cit.uscourts.gov</u>, click on the CM/ECF tab at the top of the screen. Then click on "Login to the Live CM/ECF Database". You will be redirected to the PACER login page.

Log in with the username and password for your upgraded PACER account. DO NOT login with a shared/firm PACER account.

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After acknowledging the redaction requirements, you will be redirected to U.S. Court of International Trade's NextGen CM/ECF page.

Click on "Utilities" and select "Link a CM/ECF account to my PACER account." Enter your CM/ECF login and password and click "submit."

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After you submit this screen, your credentials for your CM/ECF account will be permanently linked to your Use your upgraded PACER account to e-file in this court.	upgraded PACER account.
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After I have linked my accounts, do I need to remember my CM/ECF login and password.

No. You must use the login and password for your upgraded PACER account to access and file documents with the court.

Where do I go to log into CM/ECF?

You can log in through the link on the court's website. <u>http://www.cit.uscourts.gov</u> (CM/ECF link at top of the page \rightarrow CM/ECF login) or by going to <u>www.pacer.gov</u> and clicking "Quick Links/Court Links", then choosing the U.S. Court of International Trade.

I'm trying to login to CM/ECF and I keep getting redirected to PACER.

The Court upgraded to NextGen CM/ECF on March 16, 2020. You will now log into the Court's CM/ECF system through PACER using your PACER Username and Password.

If you have a CM/ECF account and wish to file documents with the Court, you will need to link your CM/ECF account to your individual upgraded PACER account. <u>Click here</u> for instructions.

I'm trying to login to CM/ECF, and it tells me my username or password is incorrect, but it's the one I always use.

The Court upgraded to NextGen CM/ECF on March 16, 2020. You will now log into our CM/ECF system using your PACER login information – not your CM/ECF login information. If you are having trouble with your PACER username or password, you will have to go through PACER to change or retrieve your password.

My PACER account says "inactive," can I still link it with my CM/ECF account?

Yes. Your PACER account may be inactive if you did not provide credit card information when you registered. However, you can still link your PACER account with your CM/ECF account. However, your ability to conduct PACER searches will be delayed until your PACER account is activated.

I accidentally linked the wrong accounts.

Please email <u>cmecf_helpdesk@cit.uscourts.gov</u> with your CM/ECF login information as the Court will need to unlink your accounts. You will receive confirmation when the accounts have been unlinked, and then you will need to go back through the linking process to link the correct accounts.

Who can I contact for help?

For PACER related issue, please contact PACER at: (800) 676-6856 or send an email to <u>pacer@psc.uscourts.gov</u>. All other issues, please contact the CM/ECF Help Desk at 866-450-1859 or send an email to <u>cmecf_helpdesk@cit.uscourts.gov</u>.