NextGen CM/ECF – How to Prepare

Do you have a PACER account? → **No** → **Obtain an Individual PACER account by visiting PACER.**

↓ Yes

Do you know your PACER username and password? → **No** → **Forgot Password? Visit PACER.**

Forgot Username? Visit PACER

↓ Yes

Do you have an upgraded PACER account? → **Unsure** → **Check to see if you have an upgraded PACER account by visiting PACER.**

↓ Yes

Do you know your current CM/ECF login and password? → **No** → **Contact the Clerk's Office at 919-645-1700 or via email at NCED-attorney-update@nced.uscourts.gov**

↓ Yes

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On or after August 29, 2022, you **MUST** link your PACER account with your CM/ECF account. →

Do you have a shared PACER account?

To electronically file in the Eastern District of North Carolina on or after 8/29/22, each lawyer **MUST** have an individual PACER account.

For group billing, your firm may create a PACER Administrative Account (PAA).

Visit the **PACER** website for more information and registration.