

Central Sign-On – Linking a PACER account to an ECF account

Please visit the court's website, www.lawb.uscourts.gov for information related to Policies and Procedures.

Linking a PACER account to an ECF account

Note: This process is completed by the filer requesting access, not the Court user.

1. Go to www.lawb.uscourts.gov.
2. Click **E-Filing (CM/ECF)**. This redirects to the PACER login screen.



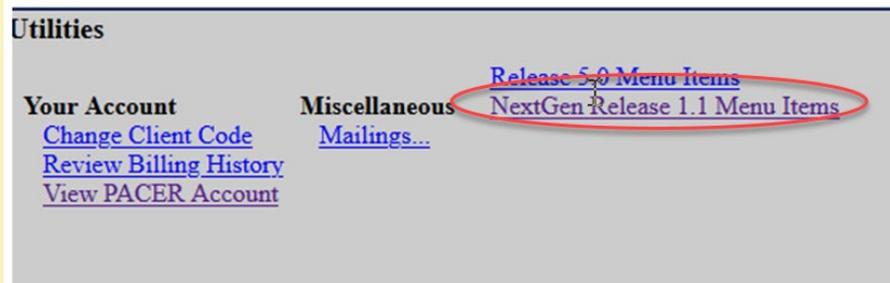
3. Enter the PACER account **Username** and **Password**. Click **Login**.



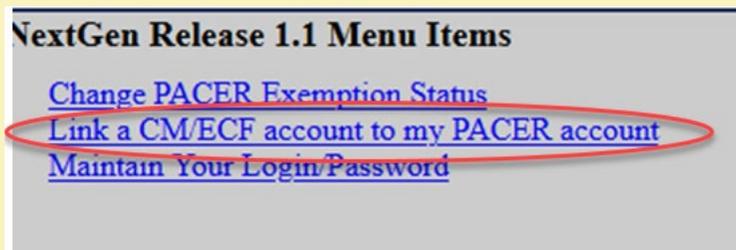
4. Click **Utilities**.



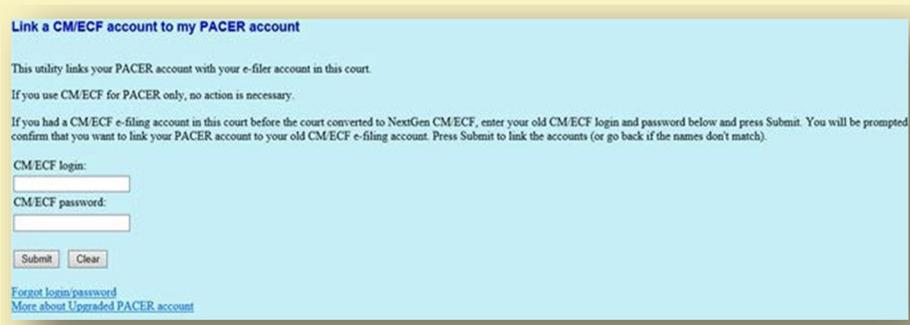
5. Click **NextGen Release 1.1 Menu Items** under **Your Account**.



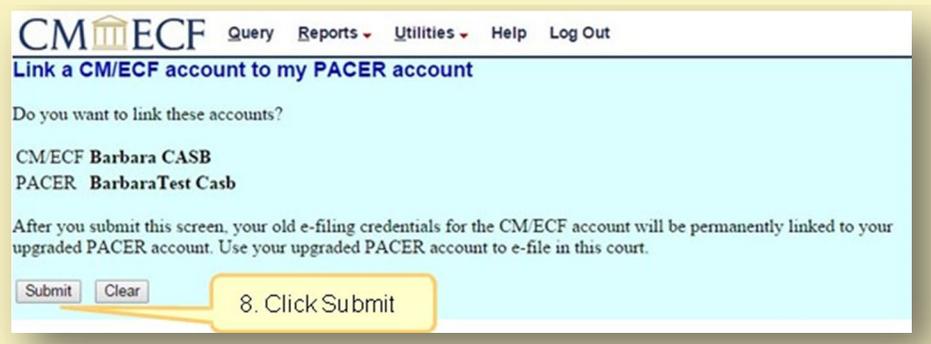
6. Click **Link a CM/ECF account to My PACER Account**.



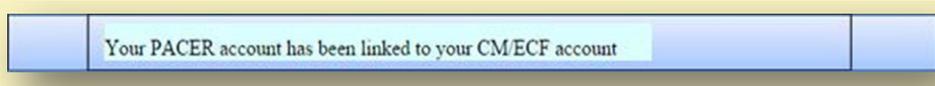
7. Enter old **ECF account login** and **password**. If password is unknown, the Clerk's office staff can reset with the temporary password of **Newuser1**.



8. Answer question “**Do You want to link these accounts?**” by clicking **Submit**.



NOTE: When the PACER account has been linked to the ECF account, the ECF login and password are no longer valid. The PACER login and password replace them.



9. An email notification acknowledgement will be sent from PACER to the email address associated with the PACER account.

10. **Bankruptcy, Adversary** (filing menus) and other menu items should now appear in the tool bar.

If the menus do not appear, try the following steps:

- a. Refresh your webpage.
- b. Log out, close the browser, then log back in.
- c. Clear cookies, cache and history. Close the browser, then log back in.

Note: This process will need to be completed for any Nextgen Court.

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