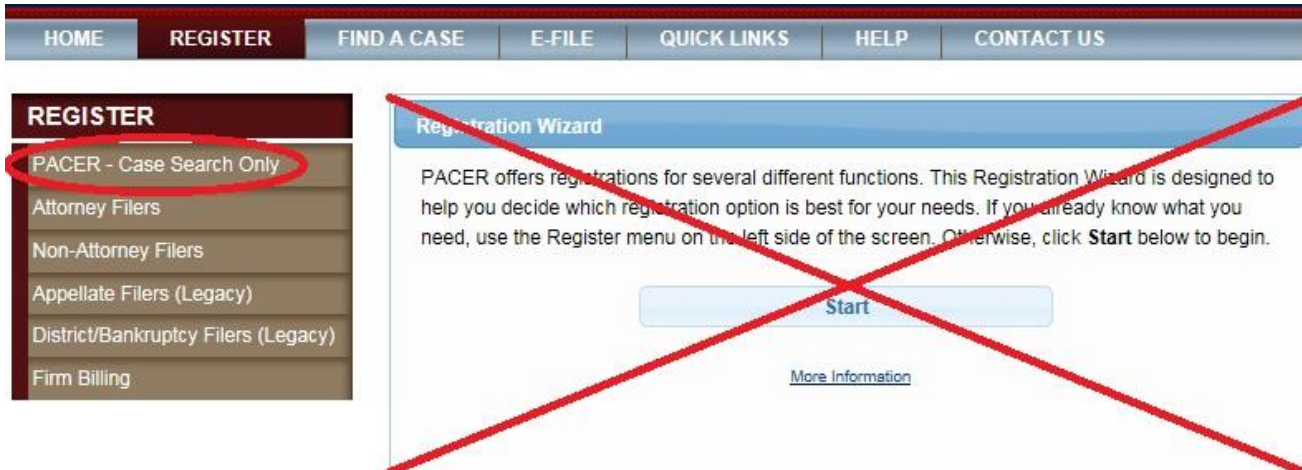


Register for **New PACER Account**

1. Navigate to www.pacer.gov
2. Click **REGISTER**
3. Select **PACER – Case Search Only** and Click **Register for a PACER Account Now**

NOTE: Do not click Start under the Registration Wizard



PACER - CASE SEARCH ONLY REGISTRATION

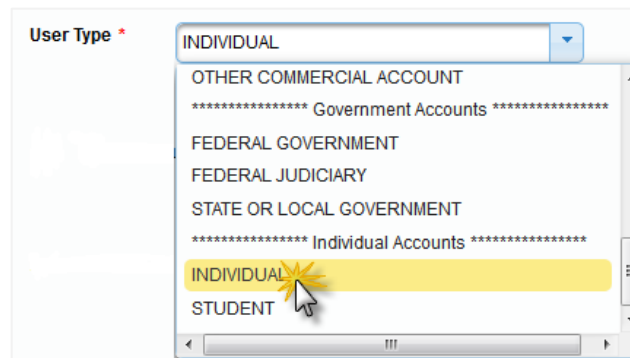
To obtain a PACER account, you must complete the [online PACER Registration Form](#). For immediate access to court records, provide a credit card during registration. If you do not provide a credit card, an activation code will be sent by U.S. mail to the address you provided on the registration form. Please allow 7-10 business days for mail delivery. For **security reasons, activation codes cannot be emailed, faxed, or given over the phone.**

There is no registration fee. However, the Judicial Conference of the United States has established a fee for access to PACER. All registered agencies or individuals will be charged the fee. Access to PACER systems will generate a **\$0.10 per page charge.**

If you would like to try PACER before registering, visit our [free training site](#). More detailed information about how to use PACER is available in the [PACER User Manual](#).

Register for a PACER Account Now

4. Complete the registration form. **Select INDIVIDUAL** as your user type. Click **Next** when finished.



5. Create a **Username** and **Password**, and select **Security Questions**. Click **Next** when finished.

The screenshot shows a registration form with the following fields and values:

- Username ***: attorneyb
- Password ***: (empty)
- Confirm Password ***: (empty)
- Security Question 1 ***: What is your best friend's first name?
- Security Answer 1 ***: Mary
- Security Question 2 ***: In what city or town was your first job?
- Security Answer 2 ***: Minneapolis

At the bottom of the form are four buttons: Next, Back, Reset, and Cancel.

A yellow callout box on the right side of the form contains the following text:

Your password must be between 8 to 45 characters long and contain at least one lowercase letter, one uppercase letter, and one special character. Pay attention to the password strength meter.

NOTE: It cannot contain any parts of your First Name, Last Name, Username or Email address.

6. Enter **payment information** if desired. Please note:

Providing a credit card is optional. If you would like to register without providing a credit card, click **Next** below without entering any information on this screen. For instant access to PACER, we will validate the credit card information you provide here. There is no registration charge; however, the credit card will be charged quarterly for any fees incurred. If you submit your registration request without providing credit card information, you will receive an activation code by U.S. mail in 7-10 business days.

7. Read and **acknowledge** the policies and procedures.
8. You will get a confirmation page.
9. For questions, **please contact PACER at 1-800-676-6856.**