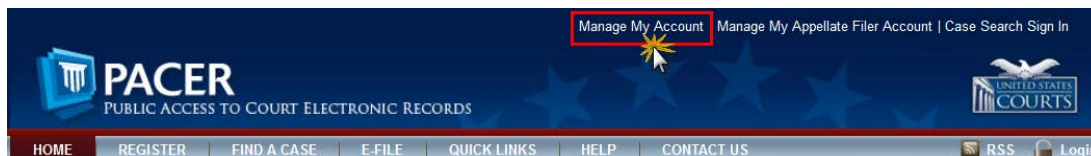
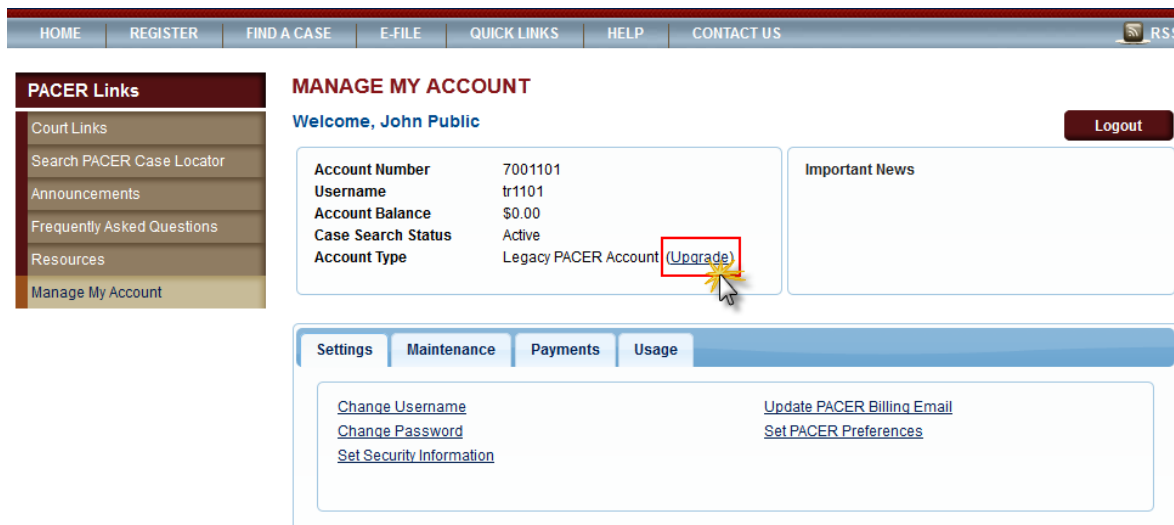


Upgrade your Current PACER Account

1. Navigate to www.pacer.gov
2. Click **Manage My Account** at the very top of the page.

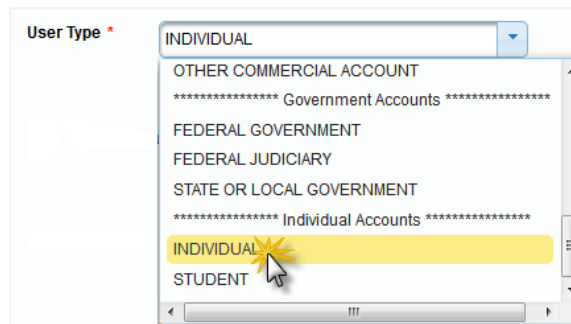


3. **Login** with your PACER username and password.
4. Click the **Upgrade link** next to the Account Type.



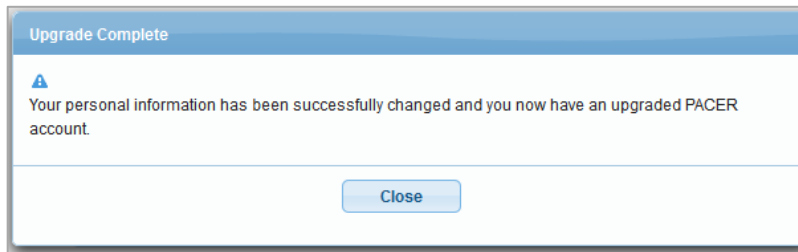
**** Please note, if the Account type lists “Upgraded PACER Account” there is no need to upgrade.****

5. Follow prompts to update/enter all necessary information in each tab.
 - **Select INDIVIDUAL as your User Type** at the bottom of the first screen. Click **Next**.



- Complete the Address section. Click **Next**.
- Create a NEW username and password at the Security screen. Click **Submit**.

6. **Your PACER Account is now upgraded.** The following confirmation screen will appear. Note that you will no longer be able to use your old PACER username and password.



7. For questions, **please contact PACER at 1-800-676-6856.**