## LINKING YOUR CM/ECF ACCOUNT TO YOUR UPGRADED PACER ACCOUNT (BANKRUPTCY AND DISTRICT COURTS)

When ALMB goes live on NextGen CM/ECF, you must link your existing CM/ECF account to your upgraded PACER account to access our filing system. You must have an upgraded PACER account. If your account was created prior to August 2014, you must first upgrade your account (see <a href="Upgrading Your PACER Account">Upgrading Your PACER Account</a> for instructions). Linking is a one-time process that can be completed only when the court is live on NextGen CM/ECF. ALMB's target date for this is March 8, 2021.

## **Linking Your Account**

STEP 1 Go to the court's CM/ECF site (e.g., https://ecf.almb.uscourts.gov). Click the **Document Filing System** link.



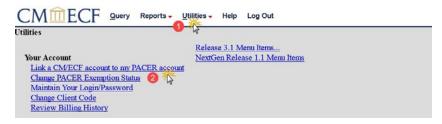
STEP 2 Log on with your individual upgraded PACER user name and password. **Do not log on using a shared firm PACER account**.

## PACER LOGIN

Your browser must be set to accept cookies in order to log in to this site. If your browser is set to accept cookies and you are experiencing problems with the login, delete the stored cookie file in your PC. Close and reopen your browser before trying again.

Login				
* Required Information Username *				
Password *				
Client Code				
	Login	Clear	Cancel	
<u>N</u>	leed an Account?   Forg	qot Your Password?	Forgot User Name	<u>:?</u>
NOTICE: This is a rest	ricted government w	eb site for official	PACER use only. U	nauthorized entry is
prohibited and subject attempts are logged.	to prosecution unde	r Title 18 of the U.	.S. Code. All activiti	ies and access

STEP 3 Click Utilities, and then click the Link a CM/ECF account to my PACER account link.



**NOTE:** If you do not see the Link a CM/ECF account to my PACER account link on the Utilities page, it will more than likely be on the NextGen Release 1.1 Menu Items page. To visit this page, click the **NextGen Release 1.1 Menu Items** link on the Utilities page.

STEP 4 Enter your current CM/ECF credentials in the CM/ECF login and CM/ECF password fields. Click Submit.

CMmECF Query Reports - Utilities - Help Log Out
Link a CM/ECF account to my PACER account
This utility links your PACER account with your e-filer account in this court.
If you use CM/ECF for PACER only, no action is necessary.
If you had a CM/ECF e-filing account in this court before the court converted to NextGen CM/ECF, enter your old CM/ECF login and password below and press Submit. You will be prompted to confirm that you want to link your PACER account to your old CM/ECF e-filing account. Press Submit to link the accounts (or go back if the names don't match).
CM/ECF login:
CM/ECF password:
Submit Clear
Forgot login/password
More about Upgraded PACER account

STEP 5 Verify that the CM/ECF account and PACER account listed are accurate. If so, click Submit.



**NOTE**: Make sure you are linking to your individual PACER account.

You have successfully linked your account. You will now use only your PACER account to access both PACER and CM/ECF for our court. Press **F5** to refresh the screen to view the Bankruptcy and Adversary menu items for filing.