

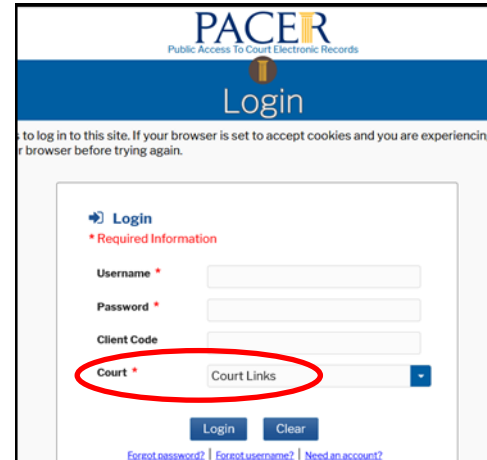
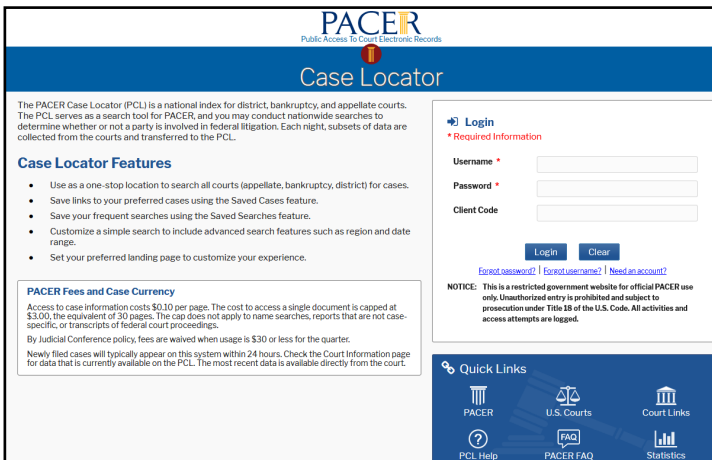
PACER Quarterly Announcements

October 2020 | pacer.uscourts.gov

PCL, PACER Login Pages Have a New Look

Users may have noticed a new design on the PCL and PACER login pages in September. The updates create a more streamlined look with the new PACER website.

In addition, the PACER login page has a new default option for the Court field. If the user does not select a court, s/he will be directed to the Court CM/ECF Lookup page to find the desired court.



How to Use the CJA Exempt Status Toggle

CJA Panel attorneys may use the same PACER account for private and CJA work.

Follow the steps below and then use the chart to learn more about toggling on and off CJA exempt status.

- First, determine whether the court uses a CurrentGen or NextGen CM/ECF system by going to the [Court CM/ECF Lookup](#) page at pacer.uscourts.gov.
- The instructions are different for CurrentGen and NextGen. The only exception is district CM/ECF v6.3 (CurrentGen), which uses the NextGen Change PACER Exemption Status toggle feature. This feature allows switching between exempt and non-exempt without logging in and out.

CurrentGen		NextGen (incl. district CM/ECF v6.3)	
CJA Users (NOTE: Must use upgraded PACER account)	Users with Court-Ordered Exemption	CJA Users (NOTE: Must use upgraded PACER account)	Users with Court-Ordered Exemption
When you log in, enter "x-" before your username to indicate your exempt status.	Log in normally using your PACER username and password.	Log in and then use the Change PACER Exemption Status option to select your exempt status.	Log in and switch between exempt and non-exempt by using the Change PACER Exemption Status option.
If you need to switch between exempt and non-exempt accounts, you should log out and log in again with or without the "x-."		If you do not select exempt status, your account will be billed.	
If you do not use "x-," your account will be billed.			When you log in, you will be automatically exempt in that court. The exemption only applies in courts where you have a court order.

Questions or comments regarding information in the announcement?

Email pacer@psc.uscourts.gov or call (800) 676-6856.

User Tips & Reminders

The PACER fee remittance address has changed. To avoid a payment delay, please mail checks to:

**U.S. Courts: PACER
P.O. Box 5208
Portland, OR 97208-5208**

Solving Login Issues

If you are having trouble logging in, go to pacer.uscourts.gov and log in to Manage Your Account to check your account status.

Resetting a Password: Know Your Security Information

To recover a lost or forgotten PACER password, you must know the answers to your security questions. If you are unsure of the answers, update them and keep them in a safe place. You may do this at pacer.uscourts.gov. After you log in to Manage Your Account, click Set Security Information under Settings.

Getting Faster, More Efficient Support from PSC

When you contact PSC for help, please include the following in your email or web message:

- Account number and username
- Specific federal court your issue involves, if applicable
- Specific issue you have (e.g., login reset questions)

NOTE: The PSC cannot locate accounts by state bar number.

Retaining Your PACER Account after Moving Firms

When you leave your firm, you do not need to create a new PACER account. If your account was part of a PACER Administrative Account, you or the firm may unlink it (at Manage Your Account/Manage My Account Login). If you change firms or work individually, you keep your PACER account.

NOTE: When you change firms, update your account information (e.g., email, etc.) at pacer.uscourts.gov under Manage Your Account/Manage My Account Login.

Two Courts Convert to NextGen in Q3

In the third quarter, two courts implemented the next generation case management/electronic case files (NextGen CM/ECF) system:

- Oklahoma Western District
- Vermont Bankruptcy

To date, 103 courts have converted. The following information outlines what to do when your court announces it will convert.

- If you have a PACER account, ensure it is upgraded. Log in to Manage Your Account at pacer.uscourts.gov.
- If you do not have a PACER account, go to: pacer.uscourts.gov/register-account. Once registered, you will have an upgraded account.
- After your court converts, you must link your e-filing account to your PACER account.
 - ◆ For an overview on linking, go to <https://pacer.uscourts.gov/file-case/get-ready-nextgen-cmecf>.
 - ◆ For instructions on linking accounts, go to <https://pacer.uscourts.gov/help/cmecf>.

Continue to check your court’s website for more information on when it will convert to NextGen.

PACER Fees: How Users Are Charged

Access to case information through PACER costs \$.10 per page. If you accrue \$30 or less in a quarter, your fees are waived. The following describes how PACER fees are applied.

- Fees are \$.10 per page, with a cap of \$3.00 (30 pages) for:
 - ◆ Case documents (excluding transcripts)
 - ◆ Docket sheets
 - ◆ Case-specific reports
- The fee cap **does not** apply to:
 - ◆ Transcripts
 - ◆ Non-case-specific reports
- Court hearing audio files via PACER cost \$2.40 per file.

There is no additional fee to print or save information after accessing. Your PACER account will be billed for all use.

To learn more about PACER fees, the electronic public access fee schedule is available at: uscourts.gov/services-forms/fees/electronic-public-access-fee-schedule.

Billing Information

- PSC accepts Discover, VISA, MasterCard, and American Express. Log in to Manage Your Account at pay.gov to pay by credit card.
- PSC federal tax ID: 74-2747938.
- A fee of \$53 will be assessed if your payment is returned.
- Accounts with credit cards on file will be auto-billed up to 7 days prior to the due date.

PSC Information

PSC hours are 8 AM—6 PM CT, Monday through Friday.

The PSC is closed for the following holidays:

- Columbus Day:** October 12
- Veterans Day:** November 11
- Thanksgiving Day:** November 26
- Christmas Day:** December 25