

Court Reporter Registration for E-Filing with 11th Circuit

Introduction

Court reporters may register for e-filing with the 11th Circuit to submit documents for filing and receive notifications from the court via email. All court reporter docketing events are in the 'Transcript' category and begin with the words 'Court Reporter'. You must have a non-attorney filer, upgraded, PACER account to register for e-filing with the 11th Circuit. You may register for a non-attorney filer PACER account or upgrade your PACER account at www.pacer.uscourts.gov.

CM ECF Filing Getting Started Log Out

File a Document

Case Number
[Redacted]

Filed
12/07/2020

Type of Document	Category
Court Reporter	Transcript
Court Reporter Acknowledgment Submitted	Transcript
Court Reporter Extension Request	Transcript
Court Reporter Notice of Transcripts Filed	Transcript

Confirmation of an Upgraded PACER Account

Log in to PACER and select **Manage My Account**. Your **Account Type** will advise if you have an upgraded or legacy account.

Manage My Account

Account Number	[Redacted]
Username	[Redacted]
Account Balance	\$0.00
Case Search Status	Active
Account Type	Upgraded PACER Account

Court Employed Court Reporters

If you are an official court employed court reporter, you will likely be connected to the court's network, therefore using the toggle utility is required each time you electronically file. Saving the toggle utility URL as a bookmark is recommended for future use. This is **not** required for contract court reporters who are not connected to the court's network.

Court employed court reporters should open their browser and access the [Toggle Utility](#). Select **PACER User** as your current settings.

Access CM/ECF as a:

←




Current settings: PACER User - CSO ID required

To register for e-filing with the 11th Circuit:

Go to www.pacer.uscourts.gov

Select **Manage Your Account** -> **Manage My Account Login**

What can we help you accomplish?

 Search for a Case Learn options to find case information.	 Filing Electronically Find court specific information to help you file a case electronically and developer resources.	Manage Your Account Register for an Account Manage My Account Login Billing Forgot Username or Password?	 Move to NextGen CM/ECF Is your court migrating to NextGen CM/ECF? Follow these steps to prepare in advance.
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Select Log in to Manage My Account

Manage My Account Login

Login to manage your account details, like updating your address and email and payment information. If the federal court you're doing business with uses NextGen CM/ECF, you can also apply for attorney admissions or register to file electronically.

[Log in to Manage My Account](#)

Log-in with your Upgraded PACER Username and Password



Manage My Account

Enter your PACER credentials to update personal information, register to e-file, make an online payment, or to perform other account maintenance functions.

Login
* Required Information

Username *

Password *

[Need an Account?](#) | [Forgot Your Password?](#) | [Forgot Username?](#)

NOTICE: This is a restricted government website for official PACER use only. Unauthorized entry is prohibited and subject to prosecution under Title 18 of the U.S. Code. All activities and access attempts are logged.

Select Maintenance -> Non-Attorney E-File Registration

Settings **Maintenance** Payments Usage

Update Personal Information	Attorney Admissions / E-File Registration
Update Address Information	Non-Attorney E-File Registration
Update E-File Email Noticing and Frequency	Check E-File Status
Display Registered Courts	E-File Registration/Maintenance History

Complete all sections with a red asterisk *


Account Number [redacted]
Username [redacted]
Account Balance [redacted]
Case Search Status [redacted]
Account Type Upgraded PACER Account

Complete all sections of E-File Registration

Filer Information

Please note that not all courts accept non-attorney filers and some accept only specific types of non-attorney filers. If the selected court does not allow a specific type of non-attorney filer, you will not be able to register for filing privileges at that court.

* Required Information

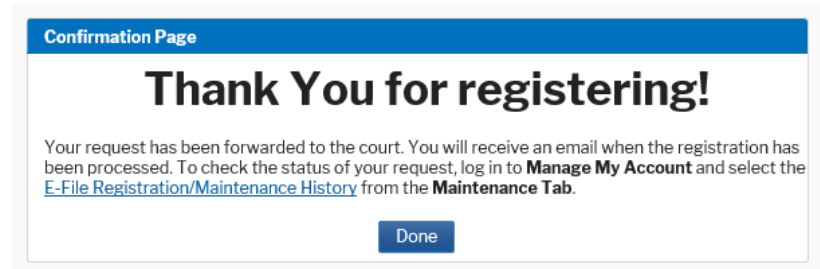
Court Type * U.S. Appellate Courts 
Court * U.S. Court Of Appeals, Eleventh 

[Before continuing, view the local Policies and Procedures on Electronic Filing for the selected court](#)

To register as a user of the ECF system, an attorney must be a member of the Eleventh Circuit bar, admitted for a particular proceeding under 11th Cir. R. 46-3, admitted pro hac vice in a particular case, or appearing in a particular case as a pro se party. Participation in the ECF system by attorneys is mandatory. Unless an attorney is granted an exemption, an attorney must register to file and serve documents electronically using the ECF system. ECF filers should be aware of the potential to inadvertently share restricted documents when using 3rd-party services or software. Sharing your PACER account credentials with a 3rd-party service provider or designating that provider as a secondary recipient of a Notice of Docket Activity will give it access to sealed or restricted case information and documents in violation of court order. You are urged to use caution in your computer security practices to ensure that sealed or restricted documents to which you have access are not disclosed.

Role in Court * Court Reporter 
Name [redacted]

After you have completed all required sections and click 'Submit', you will receive a Confirmation Page. You will receive an email from the 11th Circuit when your registration request has been approved.

A screenshot of a confirmation page. At the top, there is a blue header bar with the text "Confirmation Page" in white. Below the header, the main content area has a white background. The heading "Thank You for registering!" is displayed in a large, bold, black font. Underneath the heading, a paragraph of text reads: "Your request has been forwarded to the court. You will receive an email when the registration has been processed. To check the status of your request, log in to **Manage My Account** and select the [E-File Registration/Maintenance History](#) from the **Maintenance Tab**." At the bottom center of the content area, there is a small blue button with the text "Done" in white.

Confirmation Page

Thank You for registering!

Your request has been forwarded to the court. You will receive an email when the registration has been processed. To check the status of your request, log in to **Manage My Account** and select the [E-File Registration/Maintenance History](#) from the **Maintenance Tab**.

Done