Eleventh Circuit Court of Appeals How to Complete Bar Membership Renewal

Turn off pop-up blocker in your browser.

- 1. Complete the bar renewal form found on this Court's website at www.ca11.uscourts.gov.
 - a. Print, scan and save the form to your computer.
- 2. Log in to CM/ECF electronic filing system.
- 3. From the Startup page, select the menu option 'Utilities'.
- 4. Select the option 'Bar Renewal'.



This facility is for Official Court Business only. Activity to and from this site is logged. Document filings on this system are subject to Federal Rule of Appellate Procedure, Rule 25. Evidence of unauthorized or criminal activity will be forwarded to the appropriate law enforcement officials under 18USC152 and 3571.

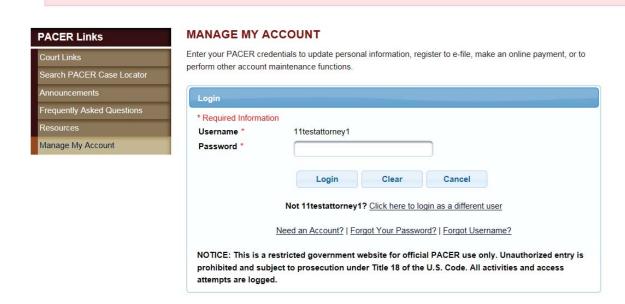
- 5. Read all instructions and notices on the bar renewal screen prior to continuing with submission of your bar renewal.
- 6. Enter a description in the 'Description' field, i.e. Bar Renewal Application.
- 7. Upload the bar renewal application by clicking the 'Browse' button.



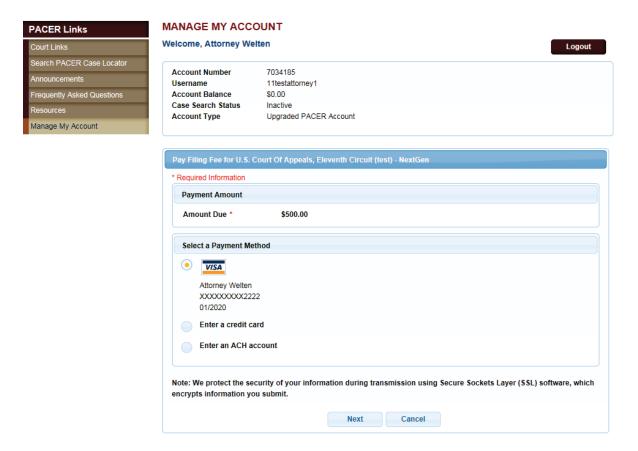
8. Click the 'Pay Fee and Submit Renewal' button.



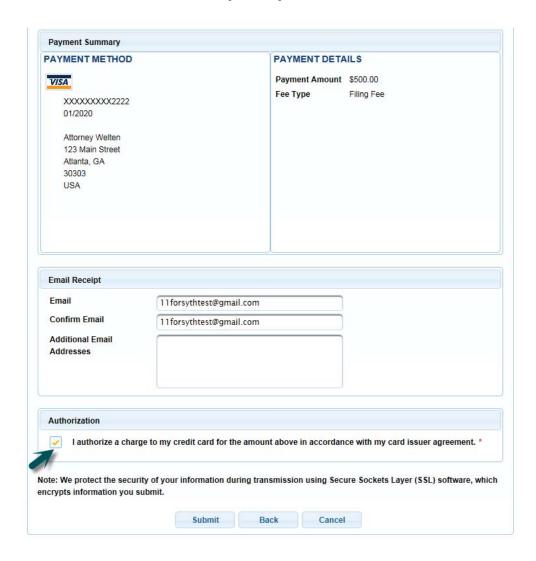
9. You will be redirected to PACER to log-in and submit your fee payment. Log-in to PACER:



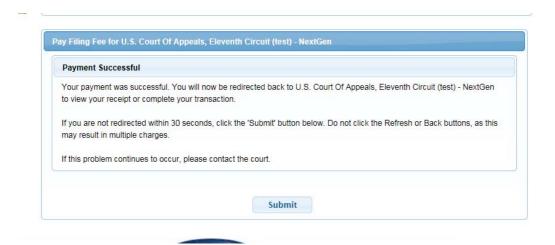
10. Complete the Payment Information and click [Next].



11. Click the Authorization box and [Submit].



12. The Payment Successful screen will appear and you will be redirected back to the Court of Appeals NextGen CM/ECF site. If you are not redirected within 30 second, click the [Submit] button.



13. You will be returned to 11th Circuit NextGen CM/ECF where the fee payment receipt will be displayed. You may print the payment receipt from this screen. Click [OK] to continue in CM/ECF or "Log Out" to exit CM/ECF.