



UNITED STATES DISTRICT COURT  
District of Minnesota

**MDL REGISTRATION FORM**  
**ELECTRONIC FILING REGISTRATION FORM FOR MDL ATTORNEYS**

**Effective October 5, 2015 – In addition to emailing this form to the ECF Helpdesk, the MDL attorney must also apply for “Multi-District Litigation” admission through his or her PACER account for filing access.**

This form is to be used by **non-resident** attorneys in MDL cases to register for Electronic Filing Access in the District of Minnesota. **PLEASE ONLY COMPLETE THIS FORM IF YOU ARE REQUESTING FILING ACCESS IN THE DISTRICT OF MINNESOTA.** Registered attorneys will have privileges to electronically file documents and to receive electronic service of filings. By registering, attorneys will receive electronic notice of filings through CM/ECF. Please note that registered MDL attorneys are not considered members of this Court’s bar. The following information is required for MDL registration:

First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Last Name: \_\_\_\_\_ Senior /Junior /II /III (if applicable): \_\_\_\_\_

State Court Admission (what state): \_\_\_\_\_ State Bar ID Number: \_\_\_\_\_

Federal Court Admission (what districts):  
\_\_\_\_\_  
\_\_\_\_\_

Firm Name:  
\_\_\_\_\_

Firm  
Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-Mail  
Address: \_\_\_\_\_

MDL Case Name: \_\_\_\_\_

USDC MN Master Case Number: \_\_\_\_\_

Specific Member Case Name: \_\_\_\_\_

USDC MN Specific Member Case Number: \_\_\_\_\_

**By submitting this registration form, the undersigned agrees to abide by all Court rules, orders and policies and procedures governing the use of the electronic filing system. The undersigned also will receive notice of filings pursuant to Fed. R. Civ. P. 5(b) and 77(d) through the Court's electronic filing system. The combination of user ID and password will serve as the signature of the attorney filing the documents. Attorneys must protect the security of their passwords and immediately notify the court if they learn that their password has been compromised.**

\_\_\_\_\_  
Signature of Attorney Registrant

\_\_\_\_\_  
Date

E-mail this completed form to [ecfhelpdesk@mnd.uscourts.gov](mailto:ecfhelpdesk@mnd.uscourts.gov) with a subject line of:  
**Attention: ECF Registration – MDL**

**PLEASE NOTE IN ADDITION to emailing this completed form to the ECF Helpdesk, the MDL attorney MUST also apply for “Multi-District Litigation” Admission to the District of Minnesota through his or her individual upgraded PACER ACCOUNT for filing access. This last step only needs to be completed the first time a MDL Attorney is granted filing privileges in the District of Minnesota. For detailed step by step instructions, click [here](#).**

For questions, please email the ECF Helpdesk at [ecfhelpdesk@mnd.uscourts.gov](mailto:ecfhelpdesk@mnd.uscourts.gov) or contact an Attorney Admissions Clerk at 651-848-1100.