Link your upgraded PACER Account to your ECF Account

You have an **upgraded** individual PACER Account and would like to file in ECF. If it's upgraded, it will say "Upgraded" next to Account Type in the Manage My Account section in PACER.

1. Click on **Case Information**, and then **Electronic Case Filing** on the District of Minnesota's website: www.mnd.uscourts.gov

2. Click on the **U.S. District of Minnesota – Document Filing System** link

Welcome to the U.S. District Court for the U.S. District of Minnesota

U.S. District of Minnesota Document Filing System

3. Login with your **upgraded PACER** username and password.

Login	
Username *	
Password *	
Client Code	

Login   Clear   Cancel

Need an Account? | Forgot Your Password? | Forgot User Name?

NOTICE: This is a restricted government web site 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.

4. Click on **Utilities** and select **Link a CM/ECF account to my PACER account**.

CM ECF   Query   Reports   Utilities   Help   Log Out

Utilities

Court Information

Your Account
Change Client Code
Review Billing History

Link a CM/ECF account to my PACER account
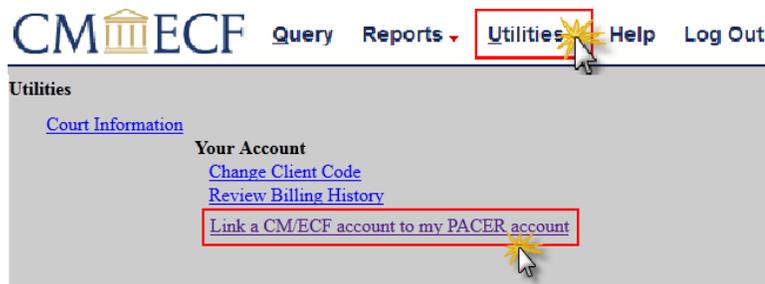
5. Enter your **current ECF login** and **password**. Click **Submit.**

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]

6. Ensure that the **CM/ECF account** and **PACER account** listed are accurate. If so, click **Submit**. **Note that your individual PACER account should be listed. DO NOT link a shared firm PACER account to your CM/ECF account.**

Link a CM/ECF account to my PACER account

Do you want to link these accounts?

CM/ECF   **John Attorney**
PACER   **John Attorney**

After you submit this screen, your old e-filing credentials for the CM/ECF account will be permanently linked to your upgraded PACER account. Use your upgraded PACER account to e-file in this court.

[Submit]   [Clear]

7. You have successfully linked your account. Refresh your screen (press F5) to see the Civil and Criminal menu items for filing.

Note that you will now only use your new PACER username and password to login to both PACER and ECF.