## **Upgrade your Current PACER Account**

- 1. Navigate to <u>www.pacer.uscourts.gov</u>
- 2. Click Log in to at the top of the page.



## 3. Then select Manage PACER Account

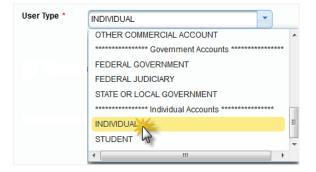


- 4. Login with your PACER username and password.
- 5. Click the **Upgrade link** next to the Account Type.

IANAGE MY ACCOUNT				
elcome, John Public	•		Logout	
Account Number Username Account Balance	7001101 tr1101 \$0.00	Important News		
Case Search Status Account Type	Active Legacy PACER Account (Upgrade)			

\*\* Please note, if the Account type lists "Upgraded PACER Account" there is no need to upgrade.\*\*

- 6. Follow prompts to update/enter all necessary information in each tab.
  - Select <u>INDIVIDUAL</u> as your User Type at the bottom of the first screen. Click Next.



- Complete the Address section. Click Next.
- Create a NEW username and password at the Security screen. Click Submit.

7. Your PACER Account is now upgraded. The following confirmation screen will appear. Note that you will no longer be able to use your old PACER username and password.

Upgrade Complete	
A Your personal information has been successfully of account.	changed and you now have an upgraded PACER
С	lose

8. For questions, please contact PACER at 1-800-676-6856.