

UNITED STATES DISTRICT COURT  
EASTERN DISTRICT OF TEXAS

- Case Management/Electronic Case Files -  
Attorney Registration Form

This form is intended for attorneys who are already admitted to practice in the Eastern District of Texas to establish a CM/ECF account. **DO NOT** submit this form if you are applying for admission or if you have been recently admitted to practice in this court. You will be issued a login and password as part of the attorney admission process. This includes PHV applicants. Please call the attorney admissions desk at (409) 654-7000 if you have not received your login and password. Registered attorneys will receive notice via e-mail and will have privileges to electronically submit documents via the CM/ECF system. In order to perform case queries and retrieve documents, you will need a separate login and password from the national PACER system. Please visit <http://pacer.psc.uscourts.gov> for more information .

First / Middle / Last Name: \_\_\_\_\_

Are you applying for a login/password for the U.S. District Court?  Yes  No\*

\*For Bankruptcy applications, please contact the U.S. Bankruptcy Court.

Their website can be found at <http://www.txeb.uscourts.gov/>

Texas Bar No.: \_\_\_\_\_ Bar No. in court other than Texas: \_\_\_\_\_

Are you a member in good standing of the Eastern District Bar?  Yes  No

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

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

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

Voice phone number: \_\_\_\_\_ Fax number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Secondary E-mail address: \_\_\_\_\_

I already have an ECF login that I use at another court, which is \_\_\_\_\_.  
Please assign the same login if possible.

By submitting this registration form, the undersigned agrees to abide by all court rules, orders, policies and procedures governing the use of the electronic filing system. The undersigned also consents to receiving notice of filings pursuant to F.R.Civ.P.5(b) and 77(d) via 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 suspect that their password has been compromised.

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

\_\_\_\_\_  
Date

Submit completed Registration form to:

David A. O'Toole, Clerk  
United States District Court  
Attn: ECF Registration 300  
Willow Street, Suite 104  
Beaumont, TX 77701

or Fax to: (409) 654-7081

Once your registration is complete, you will receive your user id and password via e-mail. ECF procedures are available on-line at [www.txed.uscourts.gov](http://www.txed.uscourts.gov).