

Government Lawyers

Pursuant to LRCiv 83.1(b)(1), any attorney representing the United States Government in an official capacity, or who is employed by the office of the Federal Public Defender in an official capacity, and is admitted to practice in another U.S. District Court may practice in this District in any matter in which the attorney is employed or retained by the United States during such period of federal service. Attorneys so permitted to practice in this Court are subject to the jurisdiction of this Court to the same extent as members of the bar of this Court.

Federal government lawyers seeking CM/ECF electronic filing privileges, must submit the **Federal Attorney E-File Registration** through PACER. Login to your individual PACER Account or register for an Attorney Filer PACER Account to submit your E-File Registration. You will receive an e-mail notification from the PACER Service Center when your request has been processed and the court has activated your e-filing access.

Submit the Federal Attorney E-File Registration

Instructions to submit the Federal Attorney E-File Registration:

1. Go to the PACER website at www.pacer.uscourts.gov, login, and select **Manage My Account Login**. If you do not have a PACER account, [Register](#) for an attorney filer account.
2. Under the **Maintenance** tab on the **Manage My Account** screen, select “**Attorney Admissions / E-File Registration**.”



3. Select **Court Type** of “**U.S. District Courts**” and **Court** “**Arizona District Court**” from the drop-down menus and select **Next**. If “**Arizona District Court**” is not listed, then you are already an e-filer or you currently have a request pending.

In what court do you want to practice?

* Required Information

Court Type * ▼

Court * ▼

Note: Centralized attorney admissions and e-file registration are currently not available for all courts. If you do not see a court listed, please visit that court’s website. To find more information on all courts, visit the [Court CM/ECF Lookup page](#).

4. Select “Federal Attorney”

What would you like to apply/register for?

Attorney Admissions and E-File

E-File Registration Only

Pro Hac Vice

Federal Attorney

5. **Filer Information:** Check mark and review the acknowledgement in the top portion of the screen. In the bottom portion, verify or update your contact information.

Filer Information

* Required Information

Role in Court Attorney

Title Select a title or enter your own

Name ProHac Attorney

I acknowledge that I am submitting the e-file registration for the individual listed above. Note: If more than one individual uses this account, you must create a new PACER account for the individual who needs e-filing privileges, if she or he does not already have one. *

6. **Additional Filer Information:** Enter the requested federal and state bar information. **Most Recent Case:** Enter the case number in which you are registering when known.

Additional Filer Information

Already Admitted at Court ALASKA DISTRICT COURT

Court Bar ID

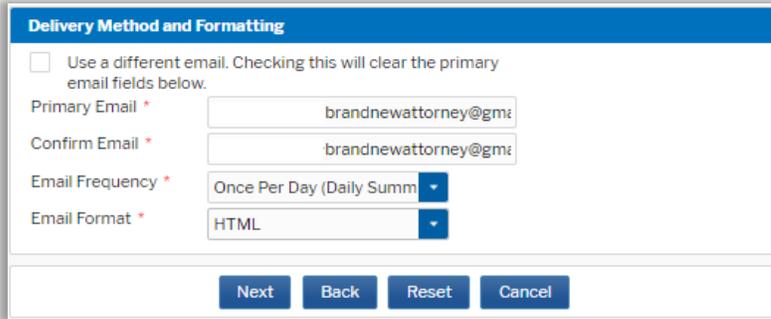
Other Names Used

Most Recent Case (in court where you are registering) 3:21cv1234

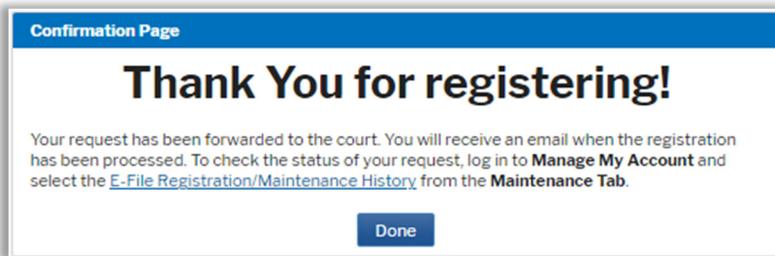
State Bar ID 345676

State Alaska

7. **Delivery Method and Formatting:** Confirm your email address and select your frequency and format preferences for Notices of Electronic Filing. When complete, select **Next**.



8. **Payment Information:** Add, edit, review PACER billing information.
9. **Acknowledgement of Policies and Procedures for Attorney Admissions and E-Filing Terms of Use:** Review and mark acknowledgements. When complete, click **Submit**.
10. **Confirmation Page:** A confirmation will display.



11. It may take up to three business days for your request to be processed. Once processed, you will receive an e-mail confirmation, with “**NextGen CM/ECF Registration Status**” as the subject line. The e-mail will be sent from the PACER Service Center and the **Transaction Status** will be “**Processed.**” See sample below. Once you receive this e-mail, you can begin e-filing.

