

Media Instructions to Register for E-Filing via PACER

If you already have a PACER account –

- Go to My Account & Billing ⇒ Manage My Account Login
- Select the **Maintenance** tab
- Select **Non-Attorney E-File Registration**



- Select **E-File Registration Only**

What would you like to apply/register for?

A screenshot of a registration options menu. It consists of five blue buttons stacked vertically. The top button is labeled 'Attorney Admissions and E-File'. The second button is labeled 'E-File Registration Only' and is highlighted with a yellow background. The third button is labeled 'Pro Hac Vice'. The fourth button is labeled 'Multi-District Litigation'. The bottom button is labeled 'Federal Attorney'.

- You will be registering as a 'party' to the case but will not have filing capabilities
- Enter the name of your media organization in the **Office** field
- PACER will forward your request to our court for review
- You will receive notification from our court that your application has been accepted or denied

If you do not have a PACER account, click [here](#) to be redirected to Pacer.uscourts.gov.

- Once you obtain your PACER account, follow the instructions above