

UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF NEW YORK

PRO SE CM/ECF REGISTRATION FORM

This form is used by Pro Se Litigants to register for access to the Court's Electronic Case Filing System(ECF). This form must be submitted with the motion for permission to participate in electronic case filing, as required by General Order #22.

Please Note: If the Pro Se litigant does not already have a PACER account, one must be obtained by visiting the PACER Service Center at <http://pacer.psc.uscourts.gov>

(Please Type)

First Name:	
Middle Name:	
Last Name:	
Mailing Address:	Street Address or Post Office Box: _____ Apartment number: _____ City: _____ State: _____ Zip Code: _____
Phone number:	
E-mail address:	
Case Number:	

By submitting this ECF Registration form, I agree to the following:

1. I certify that I have a PACER account. I understand that access to the Court's ECF system is via my PACER account.
2. I certify that I have the required systems to file and receive documents through the ECF system and that I will maintain those systems in working order.
3. I have read and will comply with the requirements set forth in the Federal Rules of Civil Procedure and the Local Rules of the Northern District of New York. In accordance with the provisions of Fed.R.Civ.P. 5(b)(2)(E), I agree to accept service electronically to the e-mail address provided above. I agree to waive the provisions of Fed.R.Civ.P. 77(d) and Fed.R.Crim.P. 49(c) providing for service of notice of the entry of an order or judgment by mail and I consent to service by e-mail, to the e-mail address provided above. I certify that I have reviewed the NDNY General Order #22 Administrative Procedures for Electronic Case Filing and that I will comply with those procedures.
4. If my request to participate in electronic filing is granted, I certify that 1) I will electronically file documents only in the above-referenced case, 2) that all pleadings and documents that I electronically file in my case shall be titled in accordance with the docket event menu of the ECF system, 3) each document will display my case number on its face.
5. I understand that failure to comply with any of the aforementioned guidelines may result in my electronic case filing privileges being revoked by the Court.

Submit completed Registration Form to: John M. Domurad, Clerk Attn: Dan McAllister, Chief Deputy Clerk United States District Court James M. Hanley Federal Building 100 South Clinton Street P.O. Box 7367 Syracuse, New York 13261-7367	Signature: _____ Date: _____
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