

Obtaining Documents Filed in Your Case by Computer Instead of Mail*



Starting November 1, 2011, if you are not incarcerated and don't have an attorney you may obtain documents in your case(s) by computer instead of mail.

IF YOU ARE INTERESTED, YOU MUST DO THE FOLLOWING:

- 1 Open a Public Access to Court Electronic Records (**PACER**) account. To open a PACER account, please contact the PACER Service Center at **1.800.676.6856** or register online at **<http://pacer.psc.uscourts.gov>**
- 2 You will also need a Case Management/Electronic Case Filing (**CM/ECF**) login and password. You can get a CM/ECF login and password by completing **Form G-80**. Form G-80 is available for download at:
 - The Court's Website: **www.cacd.uscourts.gov**
 - The Court's Pro Se Website: **www.cacd.uscourts.gov/cacd/ProSe.nsf**
 - The Court's CM/ECF Web page: **<http://support.cacd.uscourts.gov>**
- 3 Complete your form and email it to: **ECF-Helpdesk@acd.uscourts.gov**

***NOTE:** Obtaining documents from the computer instead of mail constitutes service as outlined in Federal Rule of Civil Procedure 5.

**BENEFITS
INCLUDE**

- No Postal Delays
- Timely Notification

For more information, please refer to the Court's Case Management/Electronic Case Filing (CM/ECF) web page:
<http://support.cacd.uscourts.gov>