

**United States District Courts
Eastern and Western Districts of Louisiana**

JOINT NOTICE TO THE BAR

NextGen CM/ECF to Require Upgraded PACER Accounts

In November 2019, the Eastern and Western Districts of Louisiana will upgrade their CM/ECF systems to NextGen CM/ECF (NextGen). Once the CM/ECF Systems are upgraded to NextGen, attorneys will log into CM/ECF using their PACER accounts for both e-filing and viewing case documents.

NextGen simplifies electronic filing by combining CM/ECF and PACER accounts into a single Central Sign-On account. Through the PACER website, filers will use one log-in and password to file documents electronically in all NextGen courts in which they have permission to file. They will no longer need separate CM/ECF accounts for each court that has upgraded to NextGen.

After the Eastern and Western Districts of Louisiana have upgraded to NextGen, each filing attorney will need his or her own individual PACER account to file documents. Shared PACER accounts should only be used to view documents or for research.

What should I do next?

Western District of Louisiana

- Before November 4, 2019, obtain or upgrade your PACER account at www.pacer.gov if you have not already done so. (PACER accounts created after August 11, 2014, are already upgraded.)
- Beginning November 4, 2019, you must link each of your CM/ECF accounts to your PACER account to file documents electronically.

Eastern District of Louisiana

- Before November 12, 2019, obtain or upgrade your PACER account at www.pacer.gov if you have not already done so. (PACER accounts created after August 11, 2014, are already upgraded.)
- Beginning November 12, 2019, you must link each of your CM/ECF accounts to your PACER account to file documents electronically.

Failure to complete these steps will prevent electronic filing after NextGen goes live.

WDLA: www.lawd.uscourts.gov/nextgen-information
EDLA: www.laed.uscourts.gov/nextgen-information
PACER: www.pacer.gov
Email PACER at pacer@psc.uscourts.gov
Call PACER at (800) 676-6856