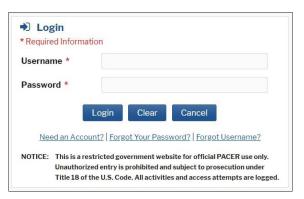


## **HOW TO REQUEST A MEDIA CM/ECF ACCOUNT**

- 1. Sign up for a PACER account by visiting Pacer.uscourts.gov.
- 2. To request a Media CM/ECF Account, go to Pacer.uscourts.gov and click on Manage Your Account > Manage My Account Login.



3. Login with your **PACER** username and password.



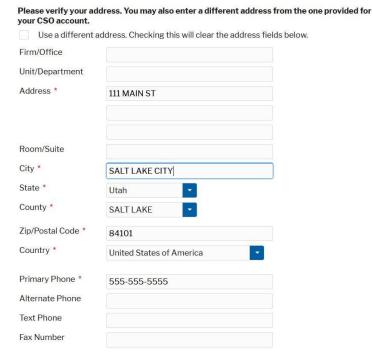
4. Click on the Maintenance tab and then choose Non-Attorney E-File Registration.



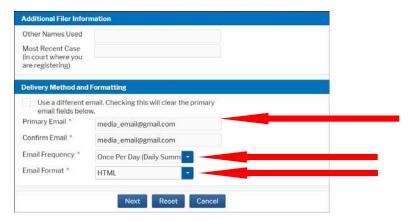
5. For court type and court, select US District Courts and District of Utah. Check the box to acknowledge you are submitting an e-filing registration.



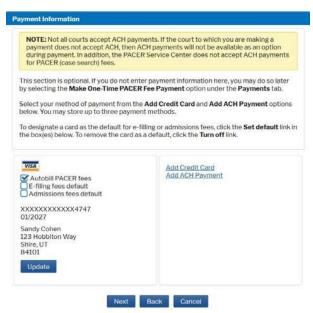
6. Verify address information.



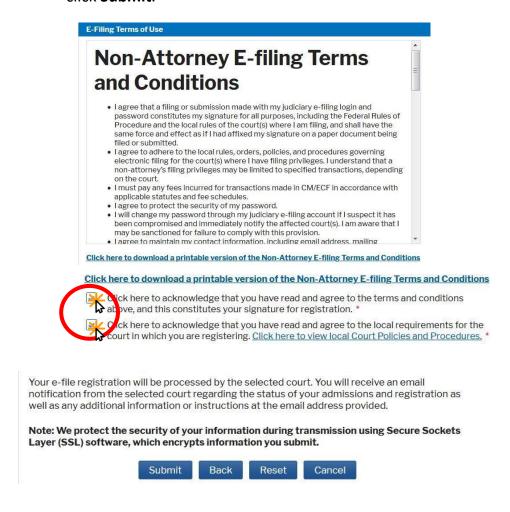
7. Enter email address. Select email frequency and format. Then click Next.



8. Set default payment information if desired (not required) and then click **Next**. Or to bypass this screen, click **Next**.



9. Check both the **Non-Attorney E-Filing Terms and Conditions** acknowledgment boxes and then click **Submit**.



- 10. The court will review your request.
- 11. Email the completed <a href="Modes Access Application">CM/ECF Media Access Application</a> and a copy of the applicant's press credentials to <a href="modes ut support@utd.uscourts.gov">ut support@utd.uscourts.gov</a>. Applications received without proof of press credentials will not be processed. You will receive a confirmation email once your application has been approved.