

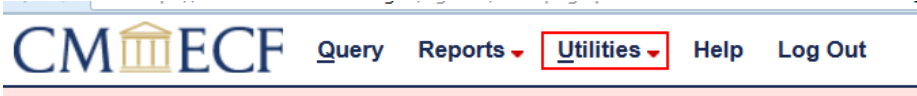
## Instructions to link a new or upgraded PACER login to your E-filing account

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### Procedure

**NOTE:** This procedure will be valid until the District of Utah converts to NextGen on Feb. 1, 2020.

You should do this when you get a new PACER login, or if you change firms, and will be using the new firm's PACER login.

Step	Action
1	Access the District of Utah's website <a href="http://www.utd.uscourts.gov">www.utd.uscourts.gov</a> and click <b>E-Filing (CM/ECF)</b> >> <u>OR</u> Go to <a href="https://ecf.utd.uscourts.gov">https://ecf.utd.uscourts.gov</a> . Then click on <b>District of Utah – Document Filing System</b> .
2	Enter your E-filing login (not your PACER login at this point.)
3	Click <b>Utilities</b> on the menu bar 
4	Click <b>Change your PACER login</b>
5	Check the 'Make this my default PACER login' checkbox Enter your new login and password Click Login
6	If successful, it will say "Pacer login stored."  Otherwise it will say "Invalid username or password"