

**UNITED STATES DISTRICT COURT  
DISTRICT OF UTAH**

**ELECTRONIC NOTICING REGISTRATION FORM  
for Unrepresented Parties**

Unrepresented (pro se) parties may request electronic email notification and service of documents in an active case filed in the District of Utah by filing a written motion with the court and attaching this completed form to the motion. **Please review the rights you waive (listed below) by signing this form.**

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\_\_\_\_\_  
Name - First                      Middle                      Last

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Telephone Number

By signing this form, I understand and consent to the following:

- Pursuant to Fed. R. Civ. P. 5(b)(2)(E), I agree to receive all items required to be served under Fed. R. Civ. P. 5(a) and 77(d) and Fed. R. Crim P. 49 by email transmission;
- The service by email transmission will be considered service and notice of entry as required by those rules;
- I waive my right to service by mail, with the exception of documents filed in paper with the Clerk's Office;
- I will promptly notify the Clerk of this Court when I have a change of name, address, or e-mail address.

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**Email Address(es):**

**Primary e-mail address** \_\_\_\_\_

**Up to two additional e-mail addresses 1)** \_\_\_\_\_ ,

2) \_\_\_\_\_

**You must read, understand, and check all three boxes to receive email notices in your case(s).**

<input type="checkbox"/> I understand that I will receive one 'free look' at each document for which I receive an emailed NEF (Notice of Electronic Filing). I should print and/or save this document at this time for future reference.
<input type="checkbox"/> I understand that I may obtain a PACER login to retrieve documents that I have not printed out or saved. I may register online at <a href="http://www.pacer.gov">http://www.pacer.gov</a> .
<input type="checkbox"/> I understand I will receive email notices in all cases in which I am a participant or a party.

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

Please mail this completed form to:

**United States District Court  
ATTN: CM/ECF Registration  
351 S. West Temple, Rm 1.100  
Salt Lake City, Utah 84101**

After this Court processes this form, you will receive notices in your case(s) by email. Please call the Clerk's Office at (801) 524-6105 if you have questions concerning registration or email noticing.