

**UNITED STATES BANKRUPTCY COURT  
FOR THE MIDDLE DISTRICT OF PENNSYLVANIA**

**ELECTRONIC CASE FILING SYSTEM ATTORNEY REGISTRATION FORM  
PLEASE TYPE**

This form shall be used to register for accounts on the Court's Case Management/Electronic Case Filing (CM/ECF) system. Registered attorneys will have privileges both to electronically submit documents and to view and retrieve electronic docket sheets and documents available for cases assigned to the CM/ECF system.

The following information is required for registration:

First/Middle/Last Name: \_\_\_\_\_

Attorney Bar # and State: \_\_\_\_\_

Firm Name: \_\_\_\_\_

Firm Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Voice Phone Number: \_\_\_\_\_

FAX Phone Number: \_\_\_\_\_

Internet E-Mail Address: \_\_\_\_\_

Additional E-Mail Address: \_\_\_\_\_  
\_\_\_\_\_

Does your E-Mail Software support HTML messages? Yes \_\_\_\_\_

No \_\_\_\_\_

By submitting this registration form, the undersigned agrees to abide by the following rules:

1. The CM/ECF system is for use only in cases designated by the U.S. Bankruptcy Court for the Middle District of Pennsylvania. The CM/ECF system may be used to file and view electronic documents, docket sheets, and notices.
2. Each attorney desiring to file pleadings or other papers electronically must complete and sign an Attorney Registration Form. An attorney's password issued by the Court combined with the user's identification (login), serves as and constitutes the attorney's signature. Therefore, an attorney must protect and secure the password issued by the Court. If there is any reason to suspect the password has been compromised in any way, such as resignation or reassignment of the person with authority to use the password, it is the duty and responsibility of the attorney to immediately notify the Court. The Court will immediately delete the password from the electronic filing system and issue a new password, if appropriate. If an attorney leaves his law firm, he/she should notify the Clerk's Office of his new addresses for mail and e-mail. If he/she does not and his firm returns e-mails from the Clerk's Office or notifies the Clerk's Office, his/her password will be changed, preventing access to the system until his addresses are formally updated
3. Pursuant to Federal Rule of Civil Procedure 11 and Federal Rule of Bankruptcy Procedure 9011, every pleading, motion and other paper (except creditor lists, schedules, statements or amendments thereto) shall be signed by at least one attorney of record or, if the party is not represented by an attorney, all papers shall be signed by the party. The electronic filing of a petition, pleading, motion or other paper by an attorney who is a registered participant in the electronic filing system shall constitute the signature of that attorney under Federal Rule of Civil Procedure 11 and Federal Rule of Bankruptcy Procedure 9011.

4. A user accesses court information via the Court's Internet site or through the Public Access to Court Electronic Records ("PACER") Service Center. Although the Court manages the procedures for electronic filing, all electronic public access to case file documents occurs through PACER. A PACER login is required, in addition to, the password issued by the Court. To register for PACER, a user must complete the online form or submit a registration form, available on the PACER web site (<http://pacer.psc.uscourts.gov>).
5. By this registration, the undersigned agrees to abide by all of the rules and regulations in the most recent general Order, *Administrative Procedures for Filing, Signing and Verifying Pleadings and Papers by Electronic Means* currently in effect and any changes or additions that may be made to such Administrative Procedures in the future.

Date \_\_\_\_\_

Attorney Signature \_\_\_\_\_

**Your login and password will be sent to you by the Clerk's Office via e-mail to the addresses listed on this registration form.**

If you are a Filing User in another federal electronic case filing system and wish to use that log-in for our Bankruptcy Court ECF system, please provide it **here**: .