

## Link an Upgraded PACER Account to a NextGen CM/ECF Account

**After** the United States Bankruptcy Court for the District of Utah goes live with NEXTGEN you will need to link your upgraded PACER account with your existing CM/ECF account. See below for instructions on how you link. Until you link you will not be able to e-file.

The Court will notify you once we are live, so you can then link your account.

- Step 1** Go to the courts website at [www.utb.uscourts.gov](http://www.utb.uscourts.gov), select E-Filing (CM/ECF) link. Click on District of Utah Filing System link.



- Step 2** This will redirect you to the PACER login screen.
- Enter your new/upgraded PACER login and password.

### PACER LOGIN

Your browser must be set to accept cookies in order to log in to this site. If your browser is set to cookies and you are experiencing problems with the login, delete the stored cookie file in your browser and reopen your browser before trying again.



Login

Username \*

Password \*

Client Code

- Step 3** Click **Utilities** on top menu bar. Then select **NextGen Release 1.1 Menu Items**



← → ↻ ecf.utb.uscourts.gov/cgi-bin/DisplayMenu.pl?Utilities&id=-1

CM ECF Query Reports **Utilities** Help Log Out

Utilities

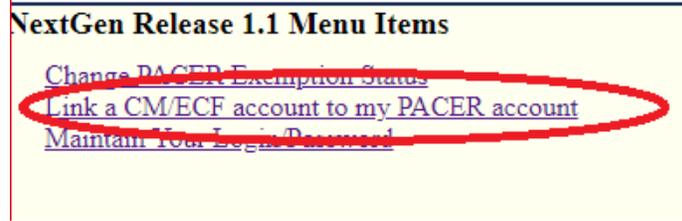
Your Account  
[Change Your Client Code](#)  
[Review Billing History](#)  
[View PACER Account Information](#)

Miscellaneous  
[Mailings...](#)  
System Administrator Options  
[Court Information](#)

Miscellaneous  
[eFinCert](#)  
[Release 5.0 Menu Items](#)  
[NextGen Release 1.1 Menu Items](#)

#### Step 4

Select **Link a CM/ECF account to my PACER account**



#### Step 7

Enter your Current CM/ECF Login and Password and click **SUBMIT**

ecf.utb.uscourts.gov/cgi-bin/linkMyAcct.pl

CM/ECF Query Reports Utilities Help Log Out

**Link a CM/ECF account to my PACER account**

This utility links your PACER account with your e-filer account in this court.

If you use CM/ECF for PACER only, no action is necessary.

If you had a CM/ECF e-filing account in this court before the court converted to NextGen CM/ECF, enter your old CM/ECF login and password below and press Submit. You will be prompted to confirm that you want to link your PACER account to your old CM/ECF e-filing account. Press Submit to link the accounts (or go back if the names don't match).

CM/ECF login:  
Avnic

CM/ECF password:  
\*\*\*\*\*

Submit Clear

[Forgot login/password](#)  
[More about Upgraded PACER account](#)

#### Step 8

It will then ask if you would like to link the accounts, click **SUBMIT**. Upon submission, your current CM/ECF account will be linked to your PACER account.

**Link a CM/ECF account to my PACER account**

Do you want to link these accounts?

CM/ECF Atty Alex  
PACER Alex Attorney

After you submit this screen, your old e-filing credentials for the CM/ECF account will be deleted.

Submit Clear

**Step 9** The final screen will confirm the link between current CM/ECF account and your PACER account.

**Step 10** Once your accounts are linked, if you **CLICK** on any menu item on top bar, all menu items you currently see in CM/ECF will become available such as Bankruptcy, Adversary etc.

**NOTE:** You will receive an email notification after the linking has been complete.

See sample below:

This email is notification that the change you requested to your NextGen CM/ECF account has been processed. The status is listed below.

Account Number: 111111  
Court: UTAH BANKRUPTCY COURT  
Date/Time Submitted: 11/01/20XX 10:40:36 CST  
Transaction ID: 10005  
Request: Link  
Transaction Status: Processed  
Comment: Your PACER account has been linked to your CM/ECF account