

**Important Message from EDNY and SDNY - Action is Required.**

NextGen CM/ECF will require you to upgrade your accounts. On October 9, 2018, the Eastern and Southern Districts of New York will upgrade their CM/ECF systems to NextGen CM/ECF (NextGen). This requires filers to take the following steps to prepare for NextGen in order to continue to electronically file:

(1) Before October 9, 2018, upgrade your PACER account at [www.pacer.gov](http://www.pacer.gov), if you have not already done so. Each filer must have a unique individual PACER account. Shared PACER accounts will not work with NextGen. (Please note, PACER accounts created after August 11, 2014, are already upgraded accounts.);

(2) Beginning October 9, 2018, you must link each of your CM/ECF accounts to your PACER account in order to file. Failure to complete these steps will prevent online filing after NextGen goes live.

For more information go to:

<https://www.nyed.uscourts.gov/cmecf-nextgen>

or

<http://www.nysd.uscourts.gov/ecf.php>

The joint notice from the EDNY and SDNY is attached together with instructions on how to upgrade your PACER account and how to link your CM/ECF login to the upgraded account.

**These steps MUST BE COMPLETED by October 9<sup>th</sup>, 2018.**

**You will not be able to file if you disregard this notice.**