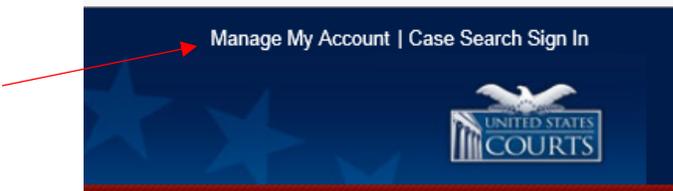


# Saving Payment Information for PACER and E-Filing

## Use Stored Payment Information in PACER to Pay Filing Fees

**Step 1** Login to [www.pacer.gov](http://www.pacer.gov)

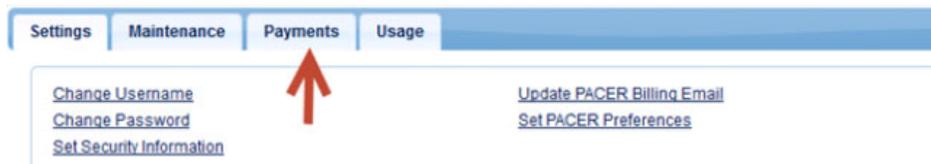
**Step 2** Select Manage my Account



**Step 3** Login with your new/upgraded PACER login and password. Click Login

A screenshot of the PACER login page. The page has a blue header with the word 'Login'. Below the header, there is a section titled '\* Required Information'. It contains two input fields: 'Username \*' with the value 'henrywood62' and 'Password \*' with masked characters. Below the fields are three buttons: 'Login', 'Clear', and 'Cancel'. At the bottom of the form, there are links: 'Need an Account?', 'Forgot Your Password?', and 'Forgot Username?'. A notice at the bottom states: 'NOTICE: This is a restricted government website for official PACER use only. Unauthorized entry is prohibited and subject to prosecution under Title 18 of the U.S. Code. All activities and access attempts are logged.'

**Step 4** Select Payments Tab

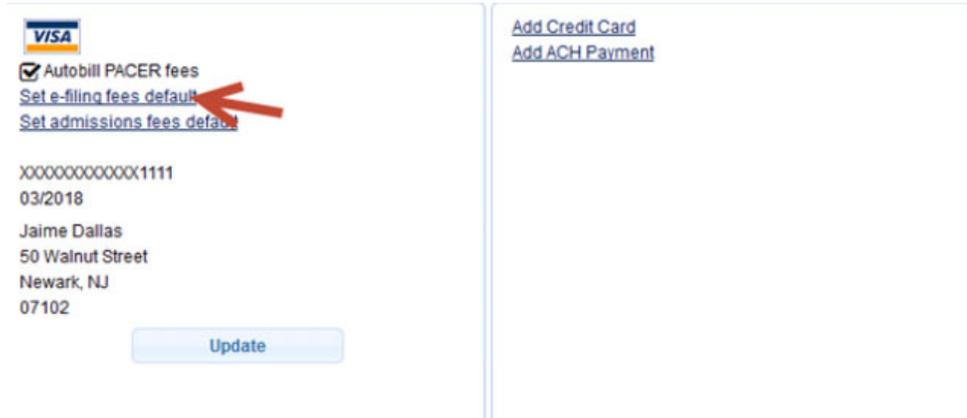


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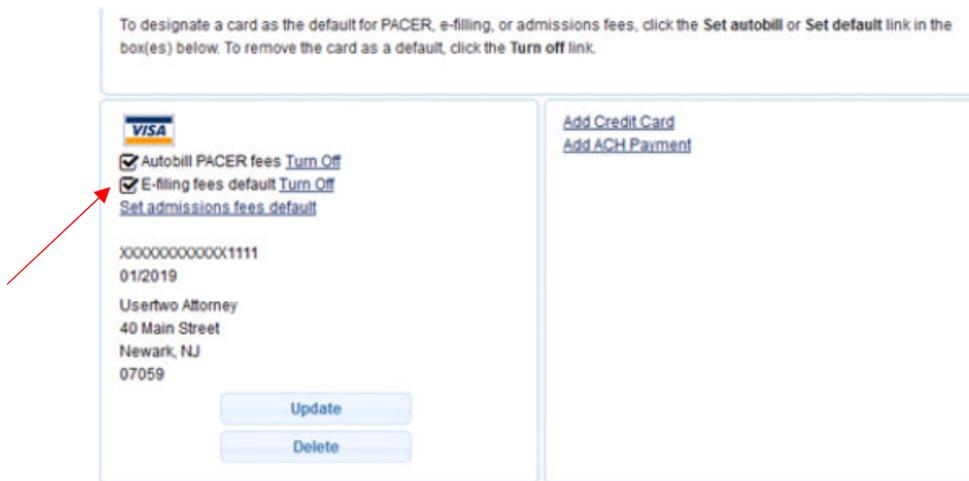
**Step 5** Select Manage My Stored Payment Information



**Step 6** Select the link Set e-filing fees default to set the credit card as the default payment for e-filing.



**Step 7** A checkmark (✓) will be placed in the box for E-filing fees default. Click Turn Off link if you do not want to use the default feature.



**NOTE:** If you have not already set a default payment for PACER search fees during registration, select **Set autobill PACER fees**

