

Instructions for Upgrading your PACER Account

If your PACER account was created prior to August 2014, you must upgrade it following the steps listed below:

Step 1 Go to www.pacer.gov

Step 2 Select **Manage My Account** at the top of the page.

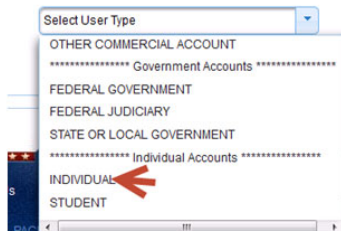


Step 3 Login with your current PACER user name and Password

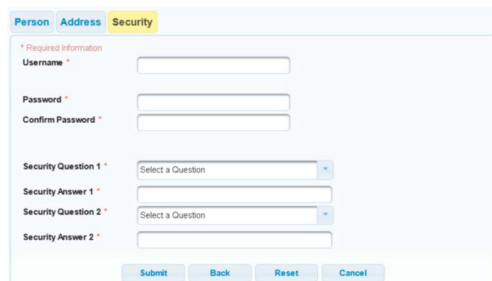
Step 4 The account type below is listed as **Legacy PACER Account**. Select the **Upgrade** Link.

Account Number	2654003
Username	us4631
Account Balance	\$0.00
Case Search Status	Active
Account Type	Legacy PACER Account Upgrade

Step 5 Update and/or complete the required information. Click **Submit** when finished. In the Person tab, select **INDIVIDUAL** as user type, unless you have a government account, if so, select from the government account list




Step 6 Create a new user name, password, and security questions. Click **SUBMIT**.

A screenshot of the PACER account creation form. The form has tabs for "Person", "Address", and "Security". The "Security" tab is active. The form contains the following fields: "Username *", "Password *", "Confirm Password *", "Security Question 1 *", "Security Answer 1 *", "Security Question 2 *", and "Security Answer 2 *". At the bottom, there are buttons for "Submit", "Back", "Reset", and "Cancel".

Step 7 The PACER account is now upgraded.

Note: Once your account has been upgraded, your account type will display **Upgraded** (not Legacy) when you login to Manage My Accounts.

Account Number	7030383
Username	Njbtesterone
Account Balance	\$0.00
Case Search Status	Active
Account Type	Upgraded PACER Account 

You are no longer able to use your old PACER user name and password.

For additional assistance, please contact the PACER Service Center at (800) 676-6856.