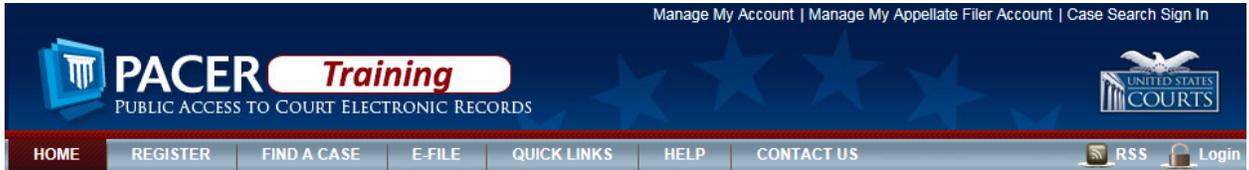# INSTRUCTIONS TO REGISTER FOR A NEW PACER ACCOUNT

1. Go to PACER: www.pacer.gov

2. Select **REGISTER** from the Menu Bar.
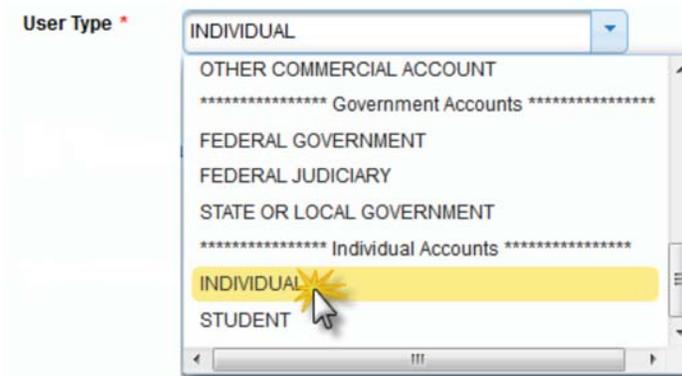

3. Select **PACER.**

4. Select **Register for a PACER Account now**.

5. Complete the registration form. In the person tab, select **Individual** as your user type. If you work for a Government Agency, please make the appropriate selection from the "Government Accounts" section rather than the "Individual Accounts" section.

6. Create a Username and Password and select Security Questions and then click **Next.**

7. Enter payment information as desired.

   Providing a credit card is optional. If you would like to register without providing a credit card, click **Next** below without entering any information on this screen. For instant access to PACER, we will validate the credit card information you provide here. There is no registration charge; however, the credit card will be charged quarterly for any fees incurred. If you submit your registration request without providing credit card information, you will receive an activation code by U.S. mail in 7-10 business days.

8. Read and acknowledge the Policies and Procedures and then your account is created.